

**University Graduate Council Minutes
January 24, 2017
Meeting Minutes**

Present: Ken Dawson Scully, GPC Chair, Science; Paul Peluso, UGC Chair, Education; Marianne Porter, Science; Arthur Sementelli, CDSI; Clarence Brooks, A&L; Ali Zilouchian, Engineering; Clifford Brown, A&L; Ali Danesh, Education; Anita Pennathur, Business; David Newman, Nursing; Sabrina Sembiante, Education;

Others Present: Nancy Condemi, Graduate College; Brian Farrell, Graduate College; Deborah Floyd, Dean of the Graduate College; Christian Declé, Graduate College; Yuan Wang, Science; Hannah Baker, GPSA; Mark Di Corcia, Medicine;

Absent: Susan Bulfin, Nursing; Kenneth Frankel, Library; Mahyar Nouri-Shirazi, Medicine; Nora Barragan, Graduate College; Mihaela Cardei, Engineering;

- I. Meeting called to order Dr. Paul Peluso, UGC Chair, at 2:03 pm.
- II. Brief announcements and discussion.
- III. The minutes from the last UGC meeting on December 13, 2017 were unanimously approved.
- IV. The below curriculum proposals were reviewed:

Agenda Items for January 24, 2018

Curriculum Document Type	Title	College (Department)	Credit	Action
Reviewers by College: Nursing, Science				
New Course	BMS 960- USMLE Step 1 Review Course	Medicine	6	A
Program Change	MD Degree	Medicine	N/A	A
Reviewers by College: Medicine, Business				
New Course	MAD6407- Numerical Analysis	Science	3	AC (changes made)

A: Approved, AC: Approved with changes, T: Tabled

- V. Paul Peluso announcements/discussion:
 - a. The [Syllabus Proposal](#) for the CAPS statement from the College of Arts & Letters
 - i. The Council approved unanimously contingent upon adding the emergency contact phone number.
 - ii. Paul will move this information forward to the next UFS Steering Committee meeting February 15, 2018.

- b. Asked the council members if they have any questions they would like him to bring forth to the UFS meeting on January 29, 2018.
 - i. Health insurance and low stipends continue to be problematic for graduate students and the advancement of the strategic plan in areas of graduate studies and research.
 - ii. Paul will send the council members the questions and will also send out a report after the meeting.
- c. Discussion on the library and issues that have been raised about some electronic journals including subscriptions and the importance of ensuring back issues are available. Faculty discussed their desire to be involved in decision making processes, especially regarding electronic journals and resources to support graduate programs and research.

VI. Graduate Dean's Report:

- a. The Dean updated the council members on the Graduate College budget requests rollovers and new requests for FY 18-19. She asked for input and advised faculty of the timelines for academic budget requests. In addition to requests for increased graduate assistant stipends, fellowships and graduate assistant insurance, the request will also include a case for increasing the tuition waiver authority for those managing waiver budgets. She thanked faculty for their advice.
- b. The Dean gave the council members the student fees booklet which was developed as a result of input from a Stipend Workgroup that met Summer, 2017. The booklet will be distributed at orientation and is available for recruiting purposes as well. Copies of the booklet are available from the Graduate College and are available via the website. The booklet was developed as a way to assist students and faculty with understanding graduate fees and how to access the benefits available to them from paying the fees.
- c. The Dean reported that graduate enrollments are up overall and graduation numbers look very good also. She reminded the council that the Graduate College staff is available to assist with recruiting and efforts to ensure graduate students are successful.

VII. Meeting adjourned by Paul Peluso, UGC Chair, at 3:34 p.m.

The next University Graduate Council meeting is February 28, 2018.