

**Minutes
University Graduate Council
April 9, 2008**

Present: William McDaniel (Chair), Business Presiding; Deborah Floyd, Education; Elwood Hamlin II, CAUPA; Ali Zilouchian, Engineering; Susan Chase, Nursing; Khaled Sobhan, Engineering; Ronald Nyhan, CAUPA; John Morris, Education; Larry Liebovitch, Science; Doug Broadfield, Arts & Letters; Xupei Huang, Biomedical Science; John Bernardin, Business

Excused Absence: Charles Roberts, Science; Ruth McCaffrey, Nursing; Emily Asbury, Graduate Student Association; Ben Lowe, Arts & Letters; Massimo Caputi, Biomedical Science

Others Present: Barry Rosson, Graduate College; Susan Fulks, Graduate College; Shari Powell, Student Employment

The meeting was called to order by Dr. McDaniel at 1:30 p.m.

- I. **The minutes from the March 26, 2008 meeting will be reviewed for approval at the first fall semester Graduate Council meeting.**

- II. **Graduate Assistant Documents (Guest: Shari Powell from Student Employment)**

Powell made a brief presentation to the council about Student Employment regulations that apply to graduate students.

McDaniel asks if council wants to develop a model contract between the graduate student and the supervisor.

Morris motions to present a model letter stating minimal requirements of a graduate student worker. This letter can then be modified by the employing department. Zilouchian seconded the motion. **The council was unanimously in favor of the motion.**

Floyd commented that student employment guidelines should be attached to any letter given to students. Morris added graduate assistant duties should be specified in letter.

Morris recommended that departmental letters be reviewed and approved by the UGC and /or Graduate College. McDaniel asked if there were any objections to suggestions about the letter.

Nyhan mentioned annual reviews should be done with all graduate student workers. Morris mentioned that an evaluation component should always be mentioned in the letter given to the student worker.

Rosson will add to existing letter for first meeting in fall. The council will discuss further changes at that time.

III. Proposed Email to Graduate Faculty

Morris moved to have the graduate faculty do a straw vote on the Graduate Governance Document. Floyd seconded this motion.

Zilouchian asked if there was any precedent to this type of action. McDaniel said there was no precedent. Morris withdrew his motion, but Floyd did not support this withdrawal.

The council voted on this item and two members were in favor of a revised straw vote, with the rest of the council opposed.

IV. Other Business

Rosson asked the council to think over the summer about unanimous approval of theses and dissertations. Some schools allow for dissenting votes.

The meeting was adjourned at 3:10 p.m.