

**Minutes
University Graduate Council
September 9, 2009**

Present: William McDaniel (Chair), Business Presiding; Deborah Floyd, Education; Elwood Hamlin II, CAUPA; Ronald Nyhan, CAUPA; Charles Roberts, Science; Stuart Glazer, Arts & Letters; Susan Folden, Nursing; Ali Zilouchian, Engineering; Larry Liebovitch, Science; George Morales, GSA; Ashley Pinette, GSA

Absent: Max Caputi, Biomedical Science; Xupei Huang, Biomedical Science; Khaled Sobhan, Engineering; Shirley Gordon, Nursing

Others Present: Barry Rosson, Graduate College; Susan Fulks, Graduate College; Anna van Dam, Graduate College; Connie Sokolowski, Graduate College; Salwa Patel, Library.

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

I. Approve Minutes from February 2009 Meetings

The minutes from the February 2009 meetings were tabled. Floyd said colleges needed time to verify all information regarding previous meeting minutes.

II. Progress on Governance Document Vote

McDaniel asked that a voting commission be established for the second vote on the Governance Document (as was done with the first vote). The council decided by consensus that the commission would consist of Bill McDaniel, Eric Shaw, and Charles Roberts.

Rosson and Fulks confirmed with the council that the Graduate Faculty List has been updated to reflect faculty members who left or joined the university since the last vote. Fulks will provide the Votenet login and password to the voting commission when needed.

III. Maintenance of Thesis & Dissertation Guidelines

Rosson distributed handouts of suggested changes to the Thesis and Dissertation guidelines. Rosson explained that the proposed changes were not up for a vote at this time, but rather need to be taken back to the academic colleges for input. The council agreed to take the guidelines back to their colleges for a thorough review and for any additional input from their faculty. Amendments to the guidelines will be discussed further at the next meeting.

Floyd recommended that a couple of spelling and typographical errors be corrected. Sokolowski agreed to correct those errors. Fulks will email the complete document (with suggested revisions) to the graduate council members.

Rosson also shared UMI ProQuest publishing information with the council, including cost analysis options for student binding versus UMI ProQuest binding. The council then discussed the option of moving away from a paper final submission package. Patel shared that the Dean of the Library would be in favor of transitioning to an entirely paperless submission process.

McDaniel asked Morales and Pinette for their opinions regarding how reasonable the cost of publishing and binding seemed to them as current students. They stated the costs looked reasonable to them.

Floyd expressed some concern with removing hardbound copies of theses and dissertations from the library. Patel agreed to look into the numbers regarding Electronic views versus traditional book check out.

Rosson asked that these items be discussed within the colleges and that the council continue the discussion at its next meeting.

IV. UGC Actions to UFS

McDaniel asked the council to discuss which items go forward to the UFS after passage by the UGC.

Floyd said without having the Governing documents in front of her it is difficult to make a ruling. It is a matter of policy versus practice.

Rosson shared the 10-year rule had been passed by the UGC last year. The council agreed by consensus to have Fulks send this item immediately to Honeycutt to be included on the next Steering and Policy agenda.

Hamlin moved that only changes affecting policy in the university catalog would go forward for UFS approval. Floyd seconded this motion, which was approved unanimously by the council.

V. Comprehensive Exams for Master's Degree

Nyhan was not in favor of requiring comprehensive exams for all master's degrees. He stated that this was a program decision, not a UGC decision.

Zilouchian stated that from an implementation viewpoint this would be overwhelming for both faculty and students.

VI. Due Process Committee

McDaniel asked if Due Process Committee should continue its work or be dissolved.

Nyhan recommended that the Due Process Committee stay intact until Dean Pratt's committee has had time to work on University Regulation 4.001 (Honor code). Nyhan will give update on progress at next UGC meeting.

VII. Other Business

Floyd requested that the council review the Ph. D. Completion Project. She asked Fulks to email link to UGC members.

It was proposed that future University Graduate Council meetings be held at 2:00 p.m. instead of 1:30 p.m. The council agreed by consensus to meet at the later time during the fall semester of 2009.

The meeting was adjourned at 3:18 pm.