

GRADUATE COUNCIL MINUTES
March 13, 2015

The Graduate Council met at 11:30am in 129 Himes with the following members present: Byerly (ex officio), Chance, Eades, Euba, Gansle, Kelso, Lindau, Marks, Matthews, McKillop, Nardo, Ortner, Reeve (ex officio), Spivey, and Taylor. Absent members were Day, de Queiroz, and Mocan.

Minutes of November 19, 2014 and February 24, 2015

The minutes from November 19, 2014 were motioned for approval by Gansle, seconded by Kelso, and the motion was carried. The minutes from February 25, 2015 were motioned for approval by Kelso, seconded by Euba, and the motion was carried.

Dean's Report

New leadership for the Graduate School

Most of you have heard by now that I will be stepping down as Dean of the Graduate School some time in the coming year. Current plans are to begin a search this semester. If successful, the new Dean would start July 1 and I would overlap a few months to help with the transition. If necessary, the search would continue into the Fall and I would stay on until a replacement is found. As soon as I know more I will pass it on to you. My understanding is that it will be an internal search, so please begin to think of colleagues, or yourself, who have significant experience with graduate education and management.

The Graduate School is at a major transition. Assistant Dean Marie Hamilton will likely also step down and retire in the coming months. Marie has worked hard and successfully over the past years to develop a variety of electronic processes that include thesis/dissertation submissions, application and admission management, and student document management. The new Dean will look at Marie's job description and wonder how many people it will take to fill her shoes. Actually, the Graduate School is now searching for a full-time IT person who will take on some of the projects that Marie currently manages. It is likely that the Graduate School will have an Interim Assistant Dean while the new Dean considers how to organize her/his staff.

The new Dean is likely going to want to examine processes related to the Graduate School and Graduate Council. This was the case in the last transition, and much has changed in the past three and a half years. So if you have ideas about some of the work we do, then now is a good time to suggest how we might look at these things in order to give the new Dean early advice.

New leadership for the Graduate Council

We will have several more Council meetings this spring, but it is time to begin thinking about leadership and new membership for the Council. If you are interested in chairing one of the subcommittees, or being the Council Chair, would you please let me or Heather McKillop know. If you have suggestions for new members from your college, please talk to your dean.

Radius training

We have done four sessions of Radius training for faculty and staff. Two more are scheduled and full, so we may have additional sessions scheduled for later this semester. I believe it would be useful for the Council to have a short demonstration and have accounts so they can monitor various aspects of our application and admission process, and in the future, our recruiting and client management process.

Academic Affairs Report

Law Center: Reeve reported that the realignment of the LSU Law Center is targeted for April 1st. The Law Center will be a part of the LSU campus. This change is pending approval by the Board of Supervisors at the March 20th meeting. If approval is delayed, the alternative date is April 15th according to the President. The Law Center will act as a college, with their degrees and faculty being a part of LSU. During the transition, how to process graduate faculty and promotion and tenure will be discussed.

SACS: Reeve discussed the SACS visit which will occur in six months. The compliance report will be submitted in June. Both are part of the process for accreditation in December 2015.

Certificate Timeline: Reeve reported that the Board of Regents will discuss six certificates at their next meeting. The certificates are considered new academic programs. Once the council approves the proposal, it is sent to the Office of Academic Affairs for review. If additional information is necessary, OAA will request this from the departments. OAA reviews the costs for the certificate and requests this additional information if necessary. The Graduate Council will review only if another vote is necessary. The Board of Supervisors votes before going to the Board of Regents. Both Boards approval depends on their meeting schedules. The new format has assisted in streamlining the approval process. Certificates require 12 to 18 hours.

Chairs Report

McKillop thanked the Dean on behalf of the Graduate Council for his service, hard work, and dedication to the Graduate School.

The council will need to discuss electing a new chair and co-chair for the fall semester.

Routine Business

Old Business

Adding minors to the title page of theses and dissertations: The Graduate Council discussed if this was valuable to the students. A strong proposal for this is necessary for the Graduate Council to approve. Ortner moved to add the minors to the title pages, Kelso seconded. The council decided to table this and vote at the April meeting.

Philosophy Concentration: The Graduate Council discussed why not a minor in Women and Gender Studies instead of Philosophy. The Philosophy Department will need to clarify the number of thesis hours required on page two of the proposal. Nardo motioned to ask WGS to comment since this will impact their program, Kelso seconded, and the motion was carried.

Climate Change Certificate: The revisions for the certificate were submitted late; however, the questions from the last council meeting were addressed in the revisions. McKillop motioned to approve, Kelso seconded, 2 abstained, and the remaining council members approved the motion. The motion was passed.

PhD in Biological Engineering: The appendix is missing from the proposal; however, the Office of Academic Affairs will ask the department to clarify any issues before going forward. The council discussed concerns that this may be taking students from the Engineering Science doctoral program. The request is only a letter of intent to be approved. The formal proposal will be submitted at a later time. Gansle moved to approve, Kelso seconded the motion, and the motion was carried.

Policy on Certificates: Byerly and Reeve are working on this document and will send to the Graduate Council to review. The policy will need to be included in the next General Catalog.

New Business

Education Specialist: Curriculum and Instruction and Education, Leadership, Research, and Counseling have certificate programs. Now that the School of Education has formed and new departments have been added, the requirement for a minimum of nine hours taken outside of the College of Education has made this a difficult part of the certificate requirements. The school requested to remove this from the certificate requirements. Nardo motioned for approval, Marks seconded, and the motion was unanimously passed.

Community Engagement Certificate: The Graduate Council will review and discuss at the next meeting.

Executive Session

Standing Committee Reports

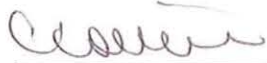
Promotion and Tenure Committee: No report.

Graduate Faculty: The subcommittee recommended 5 nominations for research affiliate status and 1 nomination for professional affiliate status. Kelso moved to approve, Euba seconded, and the motion was carried.

Awards Committee: The Awards Committee is reviewing nominations for the dissertation fellowship. The votes will be ranked and submitted to the dean by March 23rd. The budget for this fellowship will pay the stipend, tuition, and non-residence fees, if applicable.

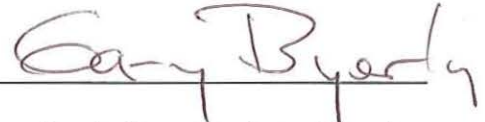
The meeting adjourned. (12:44pm)

Recorded by:



Chantelle Collier, Assistant to the Dean

Approved by:



Gary Byerly, Dean Graduate School