MINUTES
The Graduate Council
May 18, 2016
Johnson Hall Conference Room

Members Present: Mariah Acton, Susan Anderson (ex officio), Shanka Chakraborty, Hank Childs, Krista Chronister, Leonardo Garcia-Pabon Erik Girvan (ex officio), Stephen Frost, Tory Herman, Sara Hodges (ex officio), Kaori Idemaru, Chuck Kalmbach (ex officio), Alison Kwok, Scott Pratt (ex officio), Thomas Ptak, John Russial, Ben Yang, and Mark Watson (ex officio)

Members Absent: Bruce Blonigen (ex officio), Alexandre Dossin, Laura Jacek (ex officio), David Riley

Graduate School Staff in Attendance: Kellie Geldreich, Marcia Walker

The meeting was called to order at 3:35pm. The April 20, 2016 minutes were unanimously approved as distributed.

New Business

Dean Recommended Item – Public Folklore Track

Associate Professor Frost moved to approve the curriculum changes within the Master of Arts or Science degree in Folklore to be effective Fall 2016. Associate Professor Russial seconded the motion. The Graduate Council unanimously moved to approve this item.

Graduate Internship Program

Dean Pratt explained that the Graduate Internship Program (GIP) has been a successful program since 1998 and facilitates non-thesis, applied MS degree programs in Chemistry and Applied Physics. The GIP trains students in the real-world knowledge and skills necessary to be successful in the industrial research laboratory. The GIP is seeking to develop a structure with faculty oversight of course requirements so that students entering the program will know what courses are required. The GIP is requesting that the Graduate Council provide operational and academic oversight. There are no changes to the degree requirements.

Professor Chakraborty asked if the oversight would be the responsibility of the Graduate Council. Dean Pratt explained that the Graduate Council charges the department with oversight, and the goal is that the GIP will keep regularized courses.

Assistant Professor Yang asked if the GIP is part of the Materials Science Institute. Dean Pratt responded that the GIP structure draws faculty from several departments. It is not a Materials Science Institute program. Students in the GIP will receive a degree from Chemistry or Physics.

Graduate Student Acton asked about students who were unable to obtain an internship. Associate Dean Hodges replied that those students would take other Chemistry or Physics courses. Dean Pratt noted that it is rare that students do not receive an internship.

Guests Chris Larson, Senior Director of Graduate Internship Program, and Jim Hutchison, Associate VP of Research and Innovation, joined the Graduate Council meeting.

Associate Professor Russial asked if students had ever lost an internship. Director Larson responded that it has happened, but it is very rare. There is good communication between the UO and the companies where the internships take place; so if there are problems with a student, the UO usually knows about it even before the student. However, in the end, the students are employees of the company who has the right to fire them if needed. Associate VP Hutchison noted that this happens very rarely.
Dean Pratt asked about the size of the entering cohort. Director Larson responded that the cohort is approximately 22 students per track, or 60-65 students per year.

After the guests left the Graduate Council meeting, Associate Professor Childs moved to approve Graduate Council review of operational and academic oversight of the Graduate Internship Program. Professor Chakraborty seconded the motion. The Graduate Council unanimously voted to approve the proposal.

**Graduate Faculty Status Policy**

Dean Pratt reported that the Office of Institutional Research and the Graduate School has agreed that the Graduate Council will be responsible for determining policies governing membership of the Graduate Faculty. Once these policies are in place, they will determine who the UO will report as Graduate Faculty.

Associate Professor Russial asked about faculty teaching 400/500 level courses who are not doing research. Dean Pratt responded that Part 5 of the Policy “Graduate Teaching Eligibility” should be modified to clearly state that being a member of the Graduate Faculty is not a requirement to teach graduate-level courses. These courses may be taught by members of the Graduate Faculty, as well as NTTF who have been appointed by their department to teach graduate level courses. Academic Affairs Manager Geldreich pointed out that exceptions to this policy may be sought from the Dean of the Graduate School.

Associate Professor Childs asked if the number of Graduate Faculty reported by the UO will be larger or smaller as a result to the policy. Dean Pratt said the purpose of this policy is to achieve an accurate list of UO Graduate Faculty. He noted that Academic Analytics will be completed an accuracy test of UO reporting of Graduate Faculty. This will allow Academic Analytics to improve their records as well as ensure that the UO is accurately reporting the number of Graduate Faculty. The goal of the UO is to stabilize the list, and Academic Analytics is attempting to verify its accuracy.

Professor Kwok asked about the language in the Dissertation Committees Section of the Policy that states, “The Chair must be a tenure-related member of the Graduate Faculty.” She suggested that the language be changed to reflect that the Chair must hold a doctoral degree. Assistant Professor Girvan agreed the language should be changed.

Associate Professor Chronister moved to approve this policy with two amendments: the Dissertation Committee Chair must hold a doctoral degree, and that graduate courses may be taught by members of the Graduate Faculty, as well as non tenure-track faculty who have been appointed by their department to teach graduate level courses. Associate Professor Childs seconded the motion. The motion, with amendments, was approved unanimously by the Graduate Council.

**Online and Hybrid Student Engagement Policy**

Associate Professor Frost stated that his only concern with this policy is the 10-year review language requiring online and hybrid classed to be reviewed by the UO Committee on Courses every three years and thereafter every 10 years. Associate Professor Chronister agreed in eliminating the 10-year review because it would hold online and hybrid courses to a different standard than regular courses.

Associate Professor Herman moved to approve the Online and Hybrid Student Engagement Policy with the amendment to eliminate the 10-year review language. Graduate Student Acton seconded the motion. The motion, with amendment, was approved unanimously by the Graduate Council.

**Old Business**

None.
Updates/Announcements

Director of Graduate Studies Meeting

The spring Director of Graduate Studies (DGS) meeting will be held from 1-2:30pm on Tuesday, May 24th in 124 HEDCO. There will be experts there to discuss “thorny” issues such as sexual assault, GTF issues, student conduct, etc. There will be a chance for DGSs to ask questions and participate in a discussion.

Grad Summit

Associate Dean Hodges reported that on May 3, 2016 there was a Grad Summit where representatives from the Office of Student Life, the Career Center, UO Libraries, Financial Aid, and other units attended. The purpose of this meeting was to discuss how graduate students may be better served.

Three Minute Thesis

The UO Three Minute Thesis competition was held on Friday, May 13th from 1:30 to 5:30pm. Three finalists from the UO will attend the statewide competition held at OSU on Saturday, May 21st. Two of the three UO finalists are from the Department of Psychology, and one finalist is from the Department of English.

Competing in the state-wide finals will be finalists from Portland State University, Oregon State University, Oregon Health Sciences University, and the University of Oregon.

New Position in Graduate School

This summer the Graduate School will be hiring a staff person who will be working on such items as student placement, external awards, and supporting Promising Scholar students.

Alumni Speakers

The Graduate School will be matching funds with departments to bring to campus speakers who have received their degree from the UO. The goal is to introduce graduate students to these alumni who have become successful in their fields and who may also be able to guide students to placements.

Graduate Student Assistance Fund

On January 1, 2015, the University established a Graduate Student Assistance Fund program to assist our graduate students facing financial hardship relating to a medical condition or the care of a new child. Awards of up to $1,500 in the case of a new child and $1,000 in the case of medical issues are made, contingent upon available monies in the Fund. Associate Dean Hodges reminded Graduate Council members that these funds are available for all graduate students, not just GTFs. She stated that this fund can also be helpful to GTFs who need to reduce their working hours due to either a medical condition or a new child.

Summer Tuition Waiver

Associate Dean Hodges reminded Council members of the benefit of the Summer Tuition Waiver for graduate students meeting one of three GTF appointment criteria: 1. A summer term GTF appointment. 2. A GTF appointment in any two quarters of the preceding academic year (that is, the preceding fall, winter, and spring). 3. A fiscal year GTF appointment that includes the applicable summer. The waiver is applicable for up to 16 credits of tuition for classes that will be used to meet degree requirements. Mandatory fees (incidental fee, health fee, technology fee, etc.) are the student’s responsibility.

Dean Pratt closed the meeting by thanking Graduate Council members for their dedicated service this year.
Adjourn

The Council adjourned at 5:07 pm.

Respectfully submitted,

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Krista Chronister
Graduate Council Secretary