The meeting was called to order at 3:32pm. The Graduate Council meeting opened with introductions of those in attendance. The October 17, 2012 minutes were approved as distributed.

**New Business**

**College of Education Request to Appoint NTTF to Chair Dissertation Committees**

Professor Anderson reported that the College of Education (COE) is interested in developing a procedure for non-tenure track faculty (NTTF) in that department to chair dissertations. She asked Council members to review a handout titled Guidelines for NTTF Dissertation Chair Petition prepared by the COE.

Professor Anderson noted that the COE is unique in that it has a large number of NTTF, many who are research faculty funded by grants. Many of these NTTF are experts in their fields nationally and have graduate students who come to the UO specifically to work with them, but they are not allowed to chair dissertation committees. Professor Anderson stated that some NTTF in the COE believe they are as well qualified to chair as TTF and view themselves as separate but unequal.

Professor Rangel stated that this policy would appear to work if implemented on a case-by-case basis. She is concerned that NTTF would be performing a service for which they are not being paid. Professor Rangel asked what message would be sent to the administration by allowing NTTF to perform these unpaid duties, when the goal is to have more tenure track faculty at the UO, not less.

Professor Anderson noted that the NTTF would have to petition to be allowed to chair a dissertation committee. It would be implemented only at the request of the NTTF. The COE would not ask NTTF to do this. Professor Hodges asked if a solution might be to have co-chairs on the dissertation committee. One of the co-chairs would be a regular faculty member who is being paid to do this. The other co-chair would be the NTTF who has expertise in the area.

Dean Tuan wondered if the title of co-chair would satisfy the issue of the respect desired by NTTF who wish to chair dissertation committees. She also noted that tenure-line faculty are evaluated on the number of graduate students they have. What happens if these students go to NTTF? Professor Hodges stated that she is not sure that chairing a dissertation committee is a good use of grant money.

Professor Anderson stated that as a department head, she is concerned about allowing a researcher who has not mentored a graduate student to be a dissertation chair with no oversight. Professor Hodges said that it might be best to have someone in a shadow chair role, especially for the early committees of NTTFs, to mentor the NTTF and ensure that department policies and practices were followed well. This role could be served by having a co-chair on the committee to address this issue.

Professor Merskin asked about the question of compensation and if this is an appropriate direction to go in terms of labor.

Professor Anderson agreed to bring to the COE the idea of NTTF serving as co-chairs on dissertation committees. She will also ask a COE NTTF who is interested in promoting this idea to speak to the
Graduate Council. She requested Council members email to her any other questions they would like to have addressed before the next Council meeting.

Graduate Student Experience Survey Letter to Departments

Dean Morgen reported that initial data from the Graduate Student Experience Survey has been provided to the College of Education and the College of Arts and Sciences, with other meetings with colleges/departments being scheduled. She noted that the data will also be provided to graduate students during winter term. Many grad students are likely to want to be involved in conversations with their colleges/departments about data results.

Dean Morgen referred to two handouts that have been used in the past: a letter from the Graduate Council to Deans and Department Heads and a letter from the Graduate School Advisory Board to UO Academic Deans, Departments Heads, and Faculty involved in graduate education. Both letters deal with promoting positive program discussions based on the Graduate Student Experience Survey. Dean Morgen asked for feedback from Council members.

Dean Tuan noted that the Graduate School Advisory Board thought it would have more impact if only one letter was sent that was signed by both the Graduate Council and the Graduate School Advisory Board. The Advisory Board also thought the letter should be sent to graduate students as well.

Mark Watson suggested that the letter be shortened. Vice Provost Altmann agreed and suggested that there be a shorter version of the letter with an attachment containing best practices.

Dean Morgen will shorten the letter and develop an attachment and send these to Graduate Council members and the Advisory Board for review.

Graduate School and Graduate School Recruitment

Dean Tuan reported that a few weeks ago the Graduate School hosted Preview Oregon, a pilot project to recruit underrepresented graduate students. The department of Anthropology initiated this idea, and the following departments participated: Anthropology, Educational Studies, Couples and Family Therapy, Environmental Studies, and English. It was held November 9th from 8:30am to 8:00pm and hosted 39 students. The feedback was positive.

Dean Tuan said that the Graduate School is considering holding similar events in the spring and the fall and is interested in knowing which departments/faculty would be interested in participating.

Professor Dewey asked what the national trends are showing regarding enrollment in graduate education. She said she was surprised that AAA is showing a decrease in graduate enrollment. Dean Morgen reported that Jered Nagel pulled four-week enrollment figures, and enrollment was up for doctoral students almost everywhere.

Dean Tuan stated that there have been very early conversations with Enrollment Management; they have acquired a Constituent Relationships Management software program to more seamlessly communicate with and monitor interactions between potential students, students and alumni (and others) with the UO, with a primary emphasis currently on undergraduate enrollment. This program could also be used for graduate enrollment, and Roger Thompson is willing to help us do this.

Professor Ostmeier suggested the possibility to organize a graduate student conference for possible applicants to Humanities programs. Such an academic and interdisciplinary conference would introduce interested students to our scholarly community.

Kyle Reynolds mentioned that students who were invited to Preview Oregon were polled before and after they attended regarding how likely they were to apply to the UO. The students’ response changed after attending, with more students stating they were likely to apply to the UO.

Dean Tuan noted that comparator institutions are already doing this and have found that building relationships is more effective than having a booth at grad fairs. Professor Hodges stated that her department pays half prospective students’ airfare, up to $300, and the prospective students stay with
other graduate students. Professor Anderson stated that her department doesn’t fund this type of activity at all, but would love to have help from the Graduate School—especially with underrepresented students.

Dean Tuan stated that it only works when there is a partnership between the Graduate School and departments, as the departments coordinate where visiting students will stay and which faculty will speak with the students.

Dean Morgen noted that this program is hugely valuable for those students who don’t understand about applying as it provides mentoring. Professor Rangel referred to program which recruits underrepresented minorities interested in attending graduate school. It is a summer program where students work with a tenure-track faculty member on developing a paper. It is a good mentoring experience (when it works well) and serves as a bridge to help the student understand about graduate school.

**How to Better Align Institutional Resources in Support of Graduate Education**

Dean Morgen stated that the only way resource realignment (to increase support for graduate education) is when deans and faculty broadly support such realignment. Institutional discussions are on-going about the impact of the budget model on graduate education, and about whether changes in the budget model might strengthen graduate education. Dean Morgen asked Council members what can be done to foster conversations that would make a difference. Dean Morgen noted that UO President Gottfredson has expressed support for maintaining AAU membership, which, in practice, should mean a stronger investment in graduate education and research. McWhorter thought it important to track graduate students after they graduate to determine in what areas departments are successful and to find out where graduate students end up working after their degree. He noted that graduate students want to know what employment is available after they graduate.

Professor White suggested putting a 10 percent tax on the monies brought in by Graduate Teaching Fellows. Class size cannot be increased if faculty numbers are fixed. Some of the flow of that money should go to the Graduate School.

Professor Anderson noted that the AAU point is a good one. The AAU topic could serve as a reinforcement if we can show how graduate studies affect those indicators.

Dean Morgen stated that it might be good to use a Graduate Council meeting to focus on AAU indicators. She noted that not all AAU indicators are public. University Presidents know what they are, but they are not generally released. Dean Morgen stated that we will get graduate-focused indicators before the next Council meeting. Professor Hodges suggested setting up a discussion on a Blackboard site where people can post ideas. A committee was set up to determine AAU graduate indicators comprised of Professors Anderson, White, Hodges and Lowndes.

**Other Business**

Dean Morgen noted that the issue of using Skype in dissertation defenses will need to be continued to a future Graduate Council meeting.

**Deans’ Updates**

Dean Morgen announced that there will not be a Graduate Council meeting in December.

Dean Morgen reminded Council members that the deadline for graduate students to apply to participate in the Graduate Student Research Forum is December 10, 2012. She asked Council members to encourage students to apply and to have their faculty encourage students because it is important that students participate and faculty will be attending. She asked Council members to use their networks and to be ambassadors from the Graduate Council.
The Council adjourned at 5:00 pm.

Respectfully submitted,

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Cecilia Enjuto Rangel