

MINUTES
The Graduate Council
September 26, 2018
Student Lounge, 111 Susan Campbell Hall

Members Present: Lara Bovilsky, Ron Bramhall (*ex officio*), Erik Girvan, Burke Hendrix, Andy Karduna (*ex officio*), Fabienne Moore, Celeste Mena Morales, Jeremy Piger, Jana Prikryl (*ex officio*), Nicholas Proudfoot, Phil Scher (*ex officio*), Hailin Wang, Mark Watson (*ex officio*), Angie Whalen, and Janet Woodruff-Borden (*ex officio*)

Members Absent: Elim Hernandez Santos, Alison Kwok, Seth Lewis, Leslie Straka, and Hong Yuan

Graduate School Staff in Attendance: Jered Nagel, Marcia Walker

The meeting was called to order at 3:30pm. The meeting opened with introductions of those in attendance.

Nomination and Election of Graduate Council Officers

Chair of the Graduate Council: Assistant Professor Girvan nominated Associate Professor Bovilsky for the Chair position. Professor Wang seconded the nomination motion. The motion passed unanimously to elect Associate Professor Bovilsky as Chair of the Graduate Council.

Secretary of the Graduate Council: Associate Professor Bovilsky nominated Professor Proudfoot for the Secretary position. Assistant Professor Girvan seconded the nomination motion. The motion passed unanimously to elect Professor Proudfoot as Secretary of the Graduate Council.

Graduate Council - What it is and What it Does

Associate Dean Karduna explained the role of the Graduate Council and referred to the Charge to the Graduate Council from the Senate. Associate Dean Karduna stated that Graduate Council is a Senate Committee and subject to Senate rules which means that Graduate Council meetings are open unless the Council requests a closed meeting for sensitive matters.

The Graduate Council is a representative Committee fixed at 14 voting members, consisting of 12 elected teaching faculty, a PhD student, and a Master's student, as well as the Dean and Associate Dean of the Graduate School (*ex officio*, not voting). The Dean of the Graduate School can appoint other *ex-officio*, non-voting members to represent important constituencies of graduate students and faculty as needed.

Of the 12 elected teaching faculty:

- Six members are from the College of Arts and Sciences with two members representing the Humanities, two members from the Social Sciences, and two members from the Natural Sciences.
- One member from each of the professional schools/colleges which include the College of Design, the Lundquist College of Business, the College of Education, the School of Journalism and Communication, the School of Music and Dance, and the Law School.
- The elected faculty members of the Graduate Council come from departments that have graduate programs leading to a graduate degree and conducted under the jurisdiction of the Graduate School.

Associate Dean Karduna explained that in addition to its advisory role, the Graduate Council is responsible for:

- Providing rules and procedures for the effective administration and application of faculty policies and regulations;
- Recommending changes in, or additions to, the policies and major regulations of the Graduate School;
- Providing for the maintenance of high standards of graduate instruction; and
- Providing an annual written report submitted by the Committee Chair to the Secretary of the University Senate.

Graduate Council members will also be asked to serve on Graduate Council committees such as the fellowship selection committee and the academic grievance committee,

Associate Dean Karduna reminded Council members of the importance of reviewing the materials sent to them prior to each Graduate Council meeting.

What to Look for in New Proposals

A handout explaining what to look for in new proposals was distributed to Council members. The comments on the handout came from prior Graduate Council members.

Review of Last Year and Plans for This Year

Associate Dean Karduna reviewed what Graduate Council accomplished last year:

Program modification or removal

AIM

REEES Graduate Concentration in Slavic Linguistics

UO Teach

EMPL

Biochemistry

DEd

MBA

Asian Studies

New Programs

PhD Ethnic Studies – ongoing

Certificate in Arts Management - ongoing

Policies

Graduate Students on Admissions

Graduate Students Teaching Other Graduate Students

Graduate Student Funding

APA internships enrollment

Consultations

Teaching Evaluations

Academic Deadline Changes

Mandatory Attendance Policy

Departmental status for the existing Interior Architecture Program

Review Graduate-level Curriculum Changes process

This year Graduate Council will be considering many of the same topics as last year, plus Graduate School policy review.

Assistant Professor Girvan suggested that one of the policies to be reviewed is Law school credits not qualifying as graduate credits.

Dean Scher suggested the Graduate Council consider is developing a timeline when new programs should go under comprehensive review as well as if the current three year-review should be accelerated for new programs.

Associate Professor Bovilsky would like the Graduate Council to consider the Master's language requirement policy.

Professor Proudfoot brought up the policy regarding students with three-year degrees entering a graduate program. Assistant Dean Nagel said that these were currently decided on a case-by-case basis, although applications from India have a set criteria for applicants with three-year degrees.

Associate Dean Karduna asked Graduate Council members to email to him any other policies they would like the Council to consider in the upcoming year.

Graduate-level Curriculum Changes

Associate Dean Karduna distributed a handout to Graduate Council outlining deadlines for new programs or locations, substantive changes to an existing degree program, and other curricular or program changes. Associate Dean Karduna explained the proposal procedure timelines that are outlined in the handout and encouraged departments to share proposals informally with the Graduate School and/or The Office of the Provost as early as possible for initial feedback and determination of the level of review required.

Associate Professor Moore suggested that this handout be shared with departments and Directors of Graduate Studies, and Associate Dean Karduna said that would happen.

Other Matters

Professor Proudfoot said that he is retiring from the Honorary Degrees Committee. Associate Professor Bovilsky will send out an email to Graduate Council members asking for a volunteer to serve on the Honorary Degrees Committee.

The Council adjourned at 4:20pm.

Respectfully submitted,

Nicholas Proudfoot
Graduate Council Secretary