Twenty-seven (27) individuals signed into the meeting. Lori Baronas, Susan Chinman, Claudia Donald, Bette Elsden, John McCarthy, Sue Roberts and Patrick Sullivan from the Graduate School attended. Graduate Council members present were Jane Baran, Tom Braden, Tony Butterfield, Leslie Button, Derek Doughty, Linda Griffin, Steve Goodwin, Mark Hamin, Cynthia Jacelon, A. Yemisi Jimoh, Arthur Kinney, Beth Lang, John Lopes, Stacey Matarazzo, Bill McClure, Howard Stidham, Anna Strowe, Hongmei Sun, Nate Therien and David Vaillancourt.

I. Welcome and Introductions
Chair Linda Griffin called the meeting to order at 12:05 PM.

II. Approval of Minutes
The minutes of February 13, 2012 were unanimously approved.

III. Comments by the Graduate Dean
1. Dean John McCarthy welcomed everyone and introduced Sue Roberts, the new Associate Dean of the Graduate School, effective July 1, 2013. The new Associate Dean comes to the Graduate School from Chemical Engineering and the Institute for Cellular Engineering and will bring her experience in professional development to students and also help to develop more training grants.
2. Dean John McCarthy announced he met with 23 Thailand visiting deans giving talks on funding, programs, grants, professional development. Jack Ahearn also spoke about exchanges and international programs and the deans from some of the colleges and schools also presented.
3. Dean McCarthy asked Bette Elsden from the GSGS office to speak about her recent workshops. Bette offered a Time Management and Planning Workshop and learned the graduate students feel a sense of isolation, fatigue and have a difficult time balancing their work load and life. On April 6, 2013 she will offer a Boot Camp workshop with a panel of faculty and students. To attend the workshop the students are asked to prepare a paper which will be reviewed by the panel. There will be a discussion of data management, budget and suggestions made to assist the students.
4. Dean McCarthy announced Strategic Planning with graduate education in mind will take place in the near future. It is obvious people are spread too thin and trying to do too much with too little resources. One idea is to do less with the funding constraints. We also need to be more nimble with our program proposals. This can be a daunting experience for someone who has never tried to ask for a full proposal. The dean is willing to assist any department or person that would like to propose a new program with some shortcuts to help speed the process up which could take years if it has to go to the Board of Higher Education. He indicated there needs to be a better strategy for Continuing and Professional Education. Revenue incentives for fee paying student and those who need
financial aid need to be more flexible. Graduate housing is another high priority topic that needs to be addressed with the present conditions of North Village. A public and private partnership could provide a solution but Massachusetts doesn’t allow this and laws would need to be changed. This could be a very timely solution.

IV. Old Business
Dean McCarthy discussed the responsible conduct of research requirement for doctoral students and some points of discussion. He realizes he will need to go to the Rules Committee and this would be a joint proposal from the Graduate Dean and Vice Chancellor for Research and Engagement to get approval. The requirement couldn’t be implemented until Sept. of 2014 at the earliest. This requirement would become a permanent portable credential and benefit to students. Some students are already mandated by funding they receive. Some departments may offer seminars currently and could ask for a waiver based on their department requirement. It was also suggested if students will be required to do the training, then faculty should too. This issue would need to be brought up at the next contract bargaining session. It was also suggested new modules might be developed with both the humanities and sciences to working together. Dean McCarthy agreed to work on a proposal for the Rules Committee of the Faculty Senate.

V. New Business
A. Report of the ASCC
The ASCC presented 6 courses and 5 proposals before the Graduate Council. There were five courses presented:

ANTHRO 621 – Historical Archaeology
ECE 688P – Graduate Project
ECE 688Y – Graduate Project
LANDARCH 661/REGIONPL 661 – Cultural Landscapes: Documentation, Values and Policy
LANDARCH 662/REGIONPL 662 – Cultural Heritage Policy and International Sustainability
LANDARCH 663/REGIONPL 663 – Heritage Landscape Management

All 6 courses were unanimously approved.

There were five program revision proposals presented:

Educational Assessment and Policy Studies
Certificate in Sport Management
Change status of the Journalism Program to create a new Department of Journalism
Academic Honesty Policy
New Certificate in Cultural Landscape Management

All five program proposal revisions were unanimously approved.

B. Ad Hoc Committee to Review Current Electronic Theses & Dissertation Access
Leslie Button presented her committees recommendation regarding the dissertation submission platform. Leslie made a motion to switch from the Proquest ETD Administrator platform for dissertation submissions to the ScholarWorks platform. It was seconded by Patrick Sullivan and passed. A second recommendation and motion made by Leslie was to make it optional for doctoral students to submit metadata for their dissertation to Proquest for inclusion in Proquest’s Dissertations and Theses database. Patrick Sullivan seconded the motion and it passed.
Regarding the EDT Access the ad hoc committee considered alternatives and potential impact any changes might have on graduate student’s ability to exert control over the copyright and/or patents(s) inherent to their thesis or dissertations. Leslie Button presented the following motion after some discussion. The following ETD access options will replace those currently in places:

1. Open access (no change)
2. One-year campus only access which moves to open access after the year expires
3. Five-year campus only access which then moves to open access after the five years expires
4. 6 month embargo (which can be extended)

Arthur Kinney seconded the motion and it passed. The Graduate Dean can grant exemptions under extenuating circumstances such as pending patents and creative writing which may take up to 8-9 years to publish. These recommendations by the ad hoc committee were in line with other schools.

C. TOEFL
John Lopes asked if the TOEFL could be eliminated. At the present time it is a mandatory exam. He mentioned that some students who score high on the test have inadequate English speaking skills and others who score low, have a high proficiency in speaking. His department uses Skype to determine if a potential student’s speaking skills are adequate. He asked if this exam could be optional for some departments.

D. Fellowships
John Lopes thanked the fellowship committee for working so hard to get the results of the winners out quickly. There were 51 nominations and 32 awards made. Twenty six of the twenty eight department that submitted nominations received at least one award. A suggestion was made for the nominations of current students to ask each department to submit only one nominee because there aren’t as many awards and the committee never gets past the number one ranked person in the nominations.

VI. Committee reports as necessary
None

VII. Comments from Administrative Officers and others as appropriate
Bill McClure from Continuing and Professional Education announced the face to face time with students increased 3% and the revenue increased 4% over last year. A handout was presented to the council with facts and figures.

VIII. Announcements
None

IX. Adjournment
The meeting was adjourned at 1:20 p.m.

Respectfully submitted,

Lori Baronas
Administrative Assistant to the Graduate Council