Twenty-two (22) individuals signed into the meeting. Lori Baronas, Bette Elsden, Will Kazmier, John McCarthy, Susan Roberts and Patrick Sullivan from the Graduate School attended. Graduate Council members present were Tony Butterfield, Leslie Button, Carey Dimmitt, David Ford, Alice Harris, Mark Hamin, Linda Griffin, Juan Ruiz Hau, Cynthia Jacelon, A. Yemisi Jimoh, John Lopes, Bill McClure, Dani O’Brien, Jose Ornelas, Lee Riekki, and David Vaillancourt.

I. Welcome and Introductions
Linda Griffin called the meeting to order at 12:05 p.m. Linda welcomed Carey Dimmot a new member of the Graduate Council.

II. Approval of Minutes
A motion was made by John McCarthy to accept the minutes of the November 12, 2014 meeting. The motion was seconded by John Lopes and the minutes were unanimously approved.

III. Comments by the Graduate Dean
- Dean John McCarthy announced a field trip of MBA and sports management students got into a bus accident due to the icy roads on 12/9/14. Injured students were treated at Hartford Hospital. The Dean of Students Office has been in communication with all the students indicating various resources they may need.
- Dean McCarthy just returned from the Council of Graduate Schools meeting. He said Janet Napolitano, President of the University of California, shared her perspectives on how to build a case for graduate education and research to inform the public and policy makers. Dean McCarthy told the Council that Rutgers has a certificate program in Higher Education where students spend a semester shadowing a high ranking administrator. He also mentioned that Notre Dame and the University of South Carolina build services for graduate students with University partners.

IV. Old Business
John McCarthy discussed the graduate certificate credit requirement and the revised language for the policy. The proposed document was distributed to the Graduate Council. Bill McClure asked if our peer institutions required 9 credits and the answer was yes. After some discussion a motion was made by John McCarthy to accept the Graduate Certificate Credit Requirement and it was seconded by A. Yemisi Jimoh. The motion passed with one abstention and 2 opposed.

V. New Business
A. Report of the ASCC
The ASCC presented 1 course proposal before the Graduate Council.

Art 685 – Media & Motion Graphics
A motion was made by Dani O’Brien and seconded by Tony Butterfield to accept the course proposal. This passed unanimously.

The ASCC presented 3 program proposals before the Graduate Council.
1. Master of Science in Nursing Studies
2. Accelerated Master’s Program: Civil & Environmental Engineering
3. Revise a Concentration: Landscape Architecture and Regional Planning
A motion was made by Sue Roberts and seconded by Tony Butterfield to accept the program proposals. This passed unanimously.

B. Discussion of requirement that committee members be physically present at dissertation defenses
The current policy says all committee members must be physically present for a dissertation defense. Dean McCarthy makes exceptions when there is a scheduling conflict, on a case by case basis. He cited two cases, one which was approved and the other denied. Cynthia Jacelon didn’t see a problem with committee members being present via phone or skype as long as everyone was “in the room”. The defense has to take place on campus, so the campus community can attend, and the candidate needs to be present. John McCarthy will write up a new policy so exceptions can take place without him having to approve each individual exception.

C. Discussion of dissertation credit requirement
There was a question as to whether the graduate school should still have the dissertation residency requirement. The requirements vary by program. The minimum is 10 and maximum number of credits is 18. This policy allows on-line programs to be exempt from the requirement. It was noted some students enroll for dissertation credits once they have a full load to save money or if they are on a TA. Bill McClure announced it is less expensive for a student to register for dissertation credits through CPE. There was a question to see if there were any academic ramifications of changing the dissertation credits? Patrick Sullivan was asked by Dean McCarthy to check any old documents regarding this. Dean McCarthy will look at our peers to see what they have for dissertation credit requirements.

VI. Committee reports as necessary
Bill McClure distributed data on the face to face and online programs run through CPE. It was noted the M.S. in Accounting has increased with the help of outside companies supporting graduate students. The comparison show the face to face credits have decreased while the on-line programs have increased. The revenue has increased but it should be noted that the MBA program increased their courses by $75.00 which can be attributed to some of the increase.

VII. Comments from Administrative Officers and others as appropriate
None

IX. Announcements
None

X. Adjournment
The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Lori Baronas
Administrative Assistant to the Graduate Council