I. Welcome and Introductions
Chair Linda Griffin called the meeting to order at 12:00 noon.

II. Approval of Minutes
The minutes of February 8, 2012 were unanimously approved.

III. Comments by the Graduate Dean
1. Patrick Sullivan who oversees the Admissions Office was commended for reducing the Graduate School overtime budget by 80% by improving the on-line processing system.
2. To date over 400 responses have come back as to why applicants choose another school other than the Graduate School at UMass Amherst and this information still needs to get out to the GPDs.
3. The Graduate School is reviewing the cost and direction of ESL.
4. The new web page is up for the Graduate School but seems to lack pizzazz.
5. Clery Training was administered to the entire Graduate School staff on obligations of reporting a crime.
6. Dual medical insurance programs are being reviewed. International students who are covered under medical insurance provided by their embassy or another agency question why these students are mandated to take our insurance.
7. The budget is being reformed.
8. The time frame for commencement is a bit tighter this year, the ceremony a half hour earlier and a new mace bearer needs to be found as John Cunningham is unavailable.
9. Since the catalog went on-line there have been no complaints.
10. Housing issues are no longer in the Graduate School’s area but shifted to Student Affairs. The Graduate School still wants to be included in discussions as there are academic components to housing like common rooms, meeting rooms and computer rooms. Graduate student housing and in particular housing for international students is a huge concern. Tony Butterfield announced a notice went out to those living in graduate housing that they must vacate by June 2012, move to a location off campus or remain in Lincoln and in 2013 pay a higher rent. This endeavor is to make more beds available for undergraduates. John McCarthy announced Jack Ahern has a meeting scheduled with David Vaillancourt on this issue and is concerned for the international students who don’t have cars. Matthew Ferrari a GSS representative agreed this is a huge concern for graduate students.
11. The post docs have reached a tentative agreement through negotiations.
IV. Old Business
None

V. New Business
A. Program and Course Proposals
Arthur Kinney reported one course and one program proposal were approved by the ASCC which could now be approved by the Graduate Council. The proposals were:
The one (1) course proposal was:
   1. PUB HL – Molecular Epidemiology: Principles and Practices for Env. Health
The one (1) program proposal was:
   1. Accelerated Master’s Program in Food Science.
Both proposals were unanimously approved.

B. Libraries’ Project to Retrospectively Digitize UMass Amherst Graduate Student Dissertations and Theses
Leslie Horner Button distributed a book titled “Redefining the Academic Library”. This is also available online at: http://www.educationadvisoryboard.com/pdf/23634-EAB-Redefining-the-Academic.Library.pdf. She spoke about the challenges libraries are facing and that the DuBois Library is digitizing theses and dissertations. Anything written prior to 1923 the Library is able to digitize and make available to everyone. More recent publications need permission of the author. At the present time there is an embargo period of six months to one year and it can be longer if requested. James Cathey asked if there was a national trend. Leslie indicated some universities are moving away from ProQuest.

C. Data Management Basics: A workshop for Graduate Students
Leslie Button Horner announced the Data Management Workshop sponsored by the Library will be held on March 27, 2012 and is full with a waiting list available. This workshop was also offered in the fall and full.

D. Graduate Student Housing Concerns
See number 10 under Comments by the Graduate Dean

E. Graduate School Fellowships Timing
Tony Butterfield is concerned that the timing is rather late for the fellowship awards with the academic calendar shifting. The spring semester begins a week earlier. He would like to see the deadline pushed up a week as well. Dean Mullin asked Patrick Sullivan to look into this, see if it was feasible and to make a recommendation.

VI. Committee reports as necessary
None

VII. Comments from Administrative Officers and others as appropriate
John McCarthy spoke about the Ph.D. review and distributed a few handouts. One chart was on the percentage of doctoral international students within each college or school and another on the percent of underrepresented minorities of doctoral enrolled students. The third handout was a summary on the placement of doctoral students. More information will be forthcoming.
VIII. Announcements
None

IX. Adjournment
The meeting was adjourned at 1:30 p.m.