Twenty Four (24) individuals attended the meeting. Ernie May from the Faculty Senate attended as well as Michael Alderman, Lori Baronas, Susan Chinman, and Patrick Sullivan from the Graduate School attended. Also, in attendance were Graduate Council members Jane Baran, Tony Butterfield, Leslie Horner Button, James Cathey, Ed Cutting, Linda Griffin, Li Gu, Arthur Kinney, David Kotz, Beth Lang, Bill McClure, John Mullin, Jose Ornelas, Wenbo Shao, Linda Shea, Howard Stidham, Patricia Stowell, Anna Strowe, and Nate Therien.

I. Welcome and Introductions
Chair Linda Shea called the meeting to order at 12:05 PM. She especially welcomed the new faculty and staff members. She also welcomed the new student members from the Graduate Student Senate.

II. Approval of Minutes
The minutes from May 5, 2010 were approved.

III. Comments by the Graduate Dean
Dean John Mullin reviewed and discussed several items.

a. NRC Results
The NRC results are in and will not be available until September 28, 2010. Those departments that scored high last time, scored high again this time. The University will be using the NRC findings as a benchmark to assess the departments on campus. There will be some eliminations and each dean will be making the decisions. There are several things the Provost will be looking at, such how much money is brought in regarding grants, how many publications are being produced, and how long it takes a student to earn a degree?

John Mullin plans to bring in the Ohio State Graduate Dean to model our assessments on how well we did in some areas and not so well in others based on the work Ohio State has already done. Then he suggested using these results along with the findings of NRC, AQUAD, and the deans’ recommendations and bringing the final results to the Provost. The timeframe for producing recommendations to the Provost is two years. It is important to prove that doctoral programs are needed.

b. Framework for Excellence
The Chancellor and the Provost set some guidelines for the Graduate School
1. Increase the number of doctorates by 30%.
2. Redistribute graduate assistantships to the most productive programs.
3. Create new dollars for assistantships.
4. Eliminate the road blocks to decrease the time it takes a student to get a degree.
5. Increase the number of international students.
c. **Professional Science Masters Degree Program**
This program will look at the humanities areas as well as the sciences.

d. **Certificate Programs**
A number of certificate programs are currently being developed this year and several have already passed. The goal is to have 30.

e. **Commencement**
The Provost wants to change the Graduate Commencement to include a more active role compared to administrators in the past.

f. **Paperless**
Patrick Sullivan was asked to make the Degree Eligibility Form paperless in the near future. The confirmation form is now on-line and the Graduate School is able to collect data and will be able to analyze why the students choose other universities to attend.

g. **Procedures Manual**
Susan Chinman is working on this manual to evaluate if the documents being used are up to date and accessible. John Mullin noted the Graduate School focus should be on academic and not student affairs. Graduate School staff is not prepared to handle “bad behavior” of graduate students and questions whether it should be.

h. **Graduate Program Director (GPD) Meeting**
The GPD workshop will be held on Sept. 29, 2010 from 10-12 in the Campus Center for those who would like to attend.

i. **Career Services**
Career Services has been charging graduate students $19.00 for services. The Graduate Dean appealed to Career Services who will now waive the fee and provide credential copying for free. If a student would like the deluxe servicing then there will still be a fee charged. Dean Mullin suggested a survey be done to see how many graduate students are using this service. Career Services does not have this data.

j. English as a Second Language is being reviewed. The program costs between $60,000 and $70,000 per year and may be handled differently next year for a savings to the Graduate School.

k. **Five-Year Accelerated Master’s Programs**
This is a new program being explored. An undergraduate in his/her junior year may start to take courses to apply to a masters’ degree.

l. **Changes in the Graduate School**
The Graduate School will have one window to service all students. This will allow for cross training among employees and cut down the amount of overtime.

m. **On-Line Application**
The Graduate School has been criticized regarding the on-line application and the recommendation forms attached for lacking elegance. This is being reviewed with the hope to make it look much better.

n. **Housing**
The graduate students are not being considered for housing with the current University housing plans going up in the future. If this is something the graduate students want they will have to make a case for themselves and the students representing GSS should look into this.

o. Post Docs
The post docs are unionizing and the cost of hiring a post doc will rise. This might also influence the cost associated with the teaching assistantship program.

IV. Old Business
Linda Shea evaluated the functionality and usefulness of information on the Graduate School’s website. She presented the results of the study to the Graduate School Website Committee and made some recommendations for change and key steps to take. She is in the process of updating new course and program proposal forms on the website. Also, she and Susan Chinman evaluated Codes of Conduct from several peer institutions and recommended one Code of Conduct (COC) to include both undergraduate and graduate students. A committee from the Student Affairs office is in the process of revising the COC and will include graduate students in the new version.

V. New Business
A. Graduate Council Meeting Dates
The proposed dates for the plenary Graduate Council meetings for the fall semester were noted as October 13, November 10, and December 8. There were no objections.

B. Graduate Council Committee Membership needs
Chair Linda Shea requested that all members volunteer to serve on at least one subcommittee. She noted that it is the subcommittees that do the most of the work of the Graduate Council. She briefly described the work of some of the subcommittees. The students were asked to meet among themselves and to get back to Linda to indicate on which committee they wished to serve.

C. Faculty Tenure Revision Response
There was a lot of discussion on how to handle the tenure revision response requested by the Provost. The Provost would like to know how we grade ourselves. As the flagship research campus our campus with its written criteria for tenure seems to emphasize research less than the Medical School at the UMass Worcester campus and the Provost would like to review this on our campus. Ernie May felt this was under the MSP jurisdiction and the union agrees. There was further discussion on excellence in teaching, excellence in service, good citizenship vs. accomplishment and outreach. It was agreed this will be a lengthy process for review and discussion in the upcoming months.

D. Graduate Council Agenda for 2010-2010
It was discussed that the top priorities for Graduate Council for this new academic year are:
- Reviewing the faculty tenure revision response requested by the Provost.
- Approving more programs and certificates over the next year.

E. Report of the ASCC
1. Academic Standards and Curriculum
It was noted that this subcommittee reviews all proposals for new courses and programs and revisions to current courses and programs and is in need of a few members. It regularly meets once a month on Wednesday, two weeks before the Graduate Council meeting. Tony Butterfield noted this committee does a tremendous amount of work before bringing the proposals to
Graduate Council for approval. James Cathey has agreed to serve on this committee.

Arthur Kinney noted there were two program proposals and four course proposals that had been approved by the ASCC which could now be approved by the Graduate Council. The two (2) program proposals were:
1. Change in Master of Music in Accompanying and Chamber Music Requirements
2. Graduate Certificate in Cellular Engineering
The four (4) course proposals were:
1. CEE 550 - Introduction to Bridge Engineering
2. EDUC 802 – Professional Development: Supervision of School Psychologists
3. Geosciences 626
4. Geosciences 668

All six proposals were approved unanimously.

Linda Shea noted there is a new form available on-line for proposing new programs. This form will require a budget, marketing plan, and extensive information on the new courses/programs being proposed.

VI. Committee Reports
A. Travel
The Travel subcommittee reviews and administers the Graduate Travel Grant program and this program is expected to continue again this year even though there is no funding at this time. Travel Grants are administered on a rolling basis and for students attending conferences with travel needs. Travel grants are awarded at $200.00, $300.00 and $400.00.

VII. Committee Reports
A. Continuing and Professional Education
Bill McClure passed out a spreadsheet with Enrollment Data for FY08-FY11. The total on-line enrollments have continuously increased as well as the gross revenue. Last year 13 million was returned to the deans and 50% of this was from ISOM enrollments. John Mullin noted how successful the Shaker Village program was and represents the highest tuition charged by CPE at $900.00 per credit hour compared to $750.00 for the PMBA students, $417.00 for regular credit hour for graduate students and $353.00 for undergraduates. It was also noted that the extra May summer session was not as successful as anticipated, but CPE must follow the new academic calendar.

B. Application Process and Convicted Felons
Patrick Sullivan noted that the current application for admission does not address whether a student has been convicted of a felony. If this information is collected, we would have to determine how it would be used. Another comment was made that a student may not check off the box if this question is being asked. The trustees put together a committee to review this topic after a student on a Virginia campus was killed by a convicted felon living in the same dormitory.

VIII. Adjournment
The meeting was adjourned at 1:35 PM.

Respectfully submitted,
Lori Baronas