To: Members of the 2011-2012 Graduate Council
From: Nasser Zawia, Dean
Keith Killingbeck, Associate Dean
Date: 18 April 2012
RE: Agenda for Meeting Number 463 of the Graduate Council to be held on
Monday 23 April 2012 at 2:00 p.m. in the rectangular Board Room of the
Alumni Center

I. Call to order

II. Approval of Minutes of Meeting Number 462, 23 March 2012 (please see
attachment)

III. Announcements

A. Recent additions to the Graduate Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Date</th>
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<tr>
<td>TOM SPROUL</td>
<td>ENV &amp; NAT RESRC ECONOMICS</td>
<td>3/28/2012</td>
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<tr>
<td>COREY LANG</td>
<td>ENV &amp; NAT RESRC ECONOMICS</td>
<td>3/28/2012</td>
</tr>
<tr>
<td>RENEE HOBBS</td>
<td>COMM STUDIES, WRIT/RHET, &amp; EDUC</td>
<td>3/30/2012</td>
</tr>
<tr>
<td>JILL DOERNER</td>
<td>SOCIOLOGY &amp; ANTHROPOLOGY</td>
<td>4/5/2012</td>
</tr>
<tr>
<td>HOLLY DUNS</td>
<td>SOCIOLOGY &amp; ANTHROPOLOGY</td>
<td>4/5/2012</td>
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B. Thank you to those members of the Council who have served their terms –
Students: Katherine Boden, Noel Burgess, Scott Martin, and Megan O’Brien.
Faculty: Graham Forrester, Mustafa Kulenovic, Naomi Mandel, Rebecca
Robinson, and Mary Sullivan.

C. Congratulations to Megan O’Brien, Fulbright Scholar who will be studying in
Iceland.

D. Update on fellowships and scholarships awarded.

E. Graduate commencement – a) speaker, b) invitation to join the platform
party.

IV. Committees

A. Curriculum Committee

I. 400 – level courses

Changes:

1) College of Human Science and Services
   School of Education
EDC 429 Emergent Literacy and Storytelling - change in title to Storytelling and Emergent Literacy, change in credits from 2 to 3, and change in catalog description and prerequisites to read: Theoretical foundations and applications of storytelling and emergent literacy including provisions for diverse populations. Field-based storytelling at early childhood and elementary sites. Focuses on children, birth to seven years. Pre: Junior standing or higher.

2) College of the Environment and Life Sciences
   Cell and Molecular Biology

MIC(MLS) 422 Biotechnology of Industrial Microorganisms – change in title to Biotechnology Manufacturing for the Life Sciences, a request for online component for an existing course, and a change in catalog description to read: The use of genetically altered microorganisms and eukaryotic cells for the production of therapeutic agents and vaccines. Upstream and downstream processing, Good Manufacturing processes. Pre: BCH 311 and an advanced course in microbiology, or permission of instructor (Lec. 3)

II. 500/600-level courses

Changes:

1) College of Arts and Sciences
   Library and Information Studies

LSC 520 School Library Media Services – change in credit hours from (Lec 3) to (Lec 2, Practicum 1), and change in catalog description and prerequisites to read: Prepare school librarians to meet RIPTS and AASL roles: teacher, information specialist, instructional partner, administrator and leader. Emphasize teaching AASL standards integrated with Common Core Standards. Includes 60-hour field experience. Pre: Completion of 18 hours including core courses 502, 504, 505, and 508 or permission of instructor.

2) College of the Environment and Life Sciences
   Cell and Molecular Biology

MLS 571 Biotechnology Product Evaluation and Development – a request for online component for an existing course

New Courses:

1) College of the Environment and Life Sciences
   Cell and Molecular Biology

MLS 581 Clinical Research (3)
This course will cover the drug development process, principles of good clinical practice, clinical trial phases (I-IV), key players in clinical research and associated regulatory strategies. Online course. Pre: graduate or upper undergraduate standing or permission of instructor
V. Graduate School Manual


11.22. Authorization to schedule a defense: Once the defense committee has been established, the next step is to secure the approval of every member of the committee to proceed with the defense and to establish a date and time for the defense. Approval signifies that the thesis/dissertation is in a form acceptable for defense and that it is, in fact, defendable. The requirement that the document be acceptable and defendable means that it 1) is complete and contains all text, data, tables, charts, maps, photographs, appendices, full references, citations, and/or bibliographies as required by accepted standards of academic integrity, 2) represents the finished scholarly product of the student’s research ready for final printing and in the format required for binding, and 3) is free of obvious fatal flaws that could prevent a successful defense.

VI. Graduate School Retreat -- roadmap for formulating a Strategic Plan

VII Graduate Faculty Status (GFS) -- consideration of the wording in the University Manual regarding GFS – a serious revision seems to be needed to make sure policy and practice match – the policy, as it appears in the University Manual, is reproduced below

4.70.10 The Graduate Faculty. The membership of the Graduate Faculty shall comprise the following President, Provost, Vice President for Research and Economic Development, Dean of the Graduate School, Vice Provosts, deans of graduate professional schools, deans of colleges in which departments offer programs leading to advanced degrees, chairpersons of departments authorized to offer graduate degree programs, the Dean of University Libraries and members of the instructional, research and library faculty who either teach one or more courses on the 500, 600 or 900 level on a continuing basis, serve as major professors sponsoring graduate students, or serve as members of the committees supervising the work of graduate students. When a person ceases to perform the function or functions qualifying him or her for membership on the Graduate Faculty, he or she ceases to be a member. Reviews of their Graduate Faculty shall be made by Departments or Programs at least once every four years. Recommendations for removal of a Graduate Faculty member who has ceased to perform the functions required for membership shall come from the Departments or Programs to the Graduate Council through the Dean of the Graduate School. The Graduate Council may either confirm or deny the recommendation.

VIII. TOEFL / A.C.E. Language Institutes discussion continued

IX. Old Business
A. ‘Last Semester Status’ – an explanation of this policy and a discussion of whether this policy should legitimately apply to students in non-thesis programs.

B. The suggestion was made at the recent Graduate School Retreat to place a hold on a student’s enrollment if they have completed 15 credits of coursework, but have yet to submit an approved Program of Study. We would like to discuss this possibility, and other possible alternatives, to encourage students to prepare and submit Programs of Study in a timely fashion.

Current Graduate School Manual language addressing this issue includes…..

  for master's students -- “Students are expected to submit a Program of Study as soon as is practicable, but not later than the end of the second semester of their program”

  for doctoral students -- “Students are encouraged to submit a Program of Study as soon as is practicable, but no later than the end of the second semester of their program”

X. New Business

XI. Adjournment......thanks again, and have a productive and relaxing summer.