Council Members Present: Lori Ciccomascolo, Mayrai Gindy, Graham Forrester, Brian Gallagher, Rebecca Robinson, Gerhard Muller, Gary Stoner, John Szczepanski, Mustafa Kulenovic and David Rowley.

Council Members Not Present: Terry Deeney, Arthur McDonald, Benjamin Young, Naomi Mandel, Mary Sullivan, Henry Oppenheimer.

Others Present: Interim Dean Zawia, Associate Dean Keith Killingbeck, Ms. Megan Verry, Mrs. Michelle Grambley

I. The meeting was called to order at 2:04pm by Interim Dean Zawia.

II. The Minutes of Meeting No. 450 were approved.

III. Announcements

   A. Interim Dean Zawia reminded the Council members that information regarding Graduate School Fellowships, Scholarships and Diversity Awards nominations was sent out last week to departments. He asked everyone to please follow up and urge their colleagues to give some thought to their nominations but remember to submit them in a timely manner.

   B. Interim Dean Zawia recognized recent appointments to the Graduate Faculty

   Ilya Buynevich, Adjunct Professor, Department of Geosciences
   Jason Grear, Adjunct Assistant Professor, Department of Natural Resources Science
   Ingrid Bergh, Adjunct Professor, Department of Nursing
   John Boekamp, Adjunct Assistant Professor, Department of Psychology
   Jason Machan, Adjunct Assistant Professor, Department of Psychology
   Abbe Marrs Garcia, Adjunct Assistant Professor, Department of Psychology
   Eileen Grogan, Adjunct Professor, Department of Biological Sciences
   Stephen Swallow, Adjunct Professor, Department of Natural Resources Science
   Jason Osenkowski, Adjunct Instructor (Master’s only), Department of Natural Resources Science
   Ernesto Medina, Adjunct Professor, Department of Natural Resources Science

   C. Associate Dean Killingbeck discussed the use of the Pearson Test of English (PET) as another acceptable form of testing English proficiency. PET scores will henceforth be accepted as part of the application process for international students along with TOEFL and IELTS.

   D. Interim Dean Zawia reminded members that the nominations for Awards for Excellence in Doctoral Research are due 15 February 2011. He asked that members remind their departments.
IV. Committees

A. Curriculum Committee

Changes Approved
ENG 595 Master's Project – change in credits and catalog description
ENG 599 Master's Thesis Research – change in credits and catalog description
ENT 544 Insect Ecology – change in course code
NFS 515X Interdisciplinary Research in Nutrition – change in credits and catalog description

New Courses Approved
None

Tabled
None

V. Graduate School Manual –

A. Associate Dean Killingbeck proposed a preface to the newly revised Graduate Manual. He also initiated discussion of a strategy for revising and amending the Graduate Manual in the future. He suggested using bracketed dates to denote changes. Concern was raised that changes be made at scheduled intervals such as once per year, before classes begin for the year. Also, changes or modifications should be called updates and more than one modification per section should be discouraged. A total revision should be considered after 5 years. Associate Dean Killingbeck said that he would revise this idea and revisit it at a future meeting.

VI. Policy Issues –

A. Associate Dean Killingbeck asked the council to discuss whether the current procedure for manuscript-style theses and dissertations should be changed. Discussion ensued regarding primary authorship and shared authorship. After a short discussion, the Council voted that the current procedure should NOT be changed.

VII. New Business – None addressed

VIII. Old Business –

A. Proposed new wording for Section 9.11 of the Graduate Manual – Approved

9.11. All courses taken for program credit must be at the graduate level. All courses in the Program of
Study deemed to carry research, independent study, or directed study credits must be at the 500 level. No more than half of the remaining credits in the Program of Study can be at the 400 level, and the remainder must be at the 500 or 600 level. As an example, in a Program of Study with a total of 30 credits, 6 of which are for master’s research credits, only 12 credits or fewer of 400-level coursework can be included.

B. Final approval of Graduate Manual section 11.28 regarding successfully-defended theses and dissertations – Tabled. Many Council members were involved in the discussion regarding the position of external (non-core) committee members and the limits to their authority. Megan was asked to provide a copy of the current documents to the group for review.

IX. Meeting adjourned at 4:04 pm