University of Rhode Island
The Graduate School
Graduate Council Meeting No. 473, 9 September 2013
MINUTES

Council Members Present: Peter August, Denise Coppa, Larry Englander, David Fallik, Michael Greenfield, Stephen Kogut, Rainer Lohmann, Julia Lovett, Scott Martin, Kevin McClure, Kathy Peno, Kyle Scully, Evelyn Sterne, Gary Stoner, Lubos Thoma

Council Members Not Present: Marc Hutchison, Daniel Sheinin

Others Present: Dean Zawia, Associate Dean Keith Killingbeck, Megan Yakey, Alycia Mosley Austin, John Stevenson

I. The meeting was called to order at 2:03pm by Dean Zawia.

II. The Minutes of Meeting No. 472 were approved.

III. Announcements

A. Dean Zawia welcomed everyone to a new year of Graduate Council and introductions were made for all present. He spoke of many of the accomplishments of Council over the last five years and a few things we hope to accomplish in the future.

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

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<tr>
<th>Name</th>
<th>Department</th>
<th>Date</th>
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<tr>
<td>HANY ALASHWAL</td>
<td>PHARMACY</td>
<td>4/29/2013</td>
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<td>ZAHRA MEGHANI</td>
<td>PHILOSOPHY</td>
<td>5/6/2013</td>
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<td>ROBERT POMEROY</td>
<td>MARINE AFFAIRS</td>
<td>6/26/2013</td>
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<td>OMAR EL AGNAF</td>
<td>PHARMACY</td>
<td>7/3/2013</td>
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<td>ERIC HARSTAD</td>
<td>PHARMACY</td>
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<td>RONALD OBACH</td>
<td>PHARMACY</td>
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<td>TIMOTHY TOOLAN</td>
<td>ELECTRICAL, COMP, &amp; BIOMED ENG</td>
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<td>ALAN ROTHMAN</td>
<td>CELL AND MOLECULAR BIOLOGY</td>
<td>7/3/2013</td>
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<td>NICOLAS BLOUIN</td>
<td>BIOLOGICAL SCIENCES</td>
<td>7/25/2013</td>
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<td>ELIZABETH FALLON</td>
<td>KINESIOLOGU</td>
<td>8/1/2013</td>
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<td>SUZANNE MELLO STARK</td>
<td>COMPUTER SCIENCE</td>
<td>8/9/2013</td>
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<td>MICHAEL PENNELL</td>
<td>WRITING &amp; RHETORIC</td>
<td>8/9/2013</td>
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C. Associate Dean Killingbeck updated Council on the progress being made on the conversion to electronic forms including step by step instructions for electronic signatures and that there are some new forms. He encouraged Council members to bring this information back to their respective colleges.
and reminded them that new forms should always be downloaded from the website as there are still a few forms being amended.

D. Associate Dean Killingbeck opened a discussion regarding the process of securing a Graduate Commencement speaker. Council agreed that the plan from meeting 472 was still the right course of action. The Graduate School will take the pool of potential speakers from last year that were interested in speaking but previously engaged, as well as any new candidates that Council suggested for a potential 2014 speaker.

E. Dean Zawia informed Council about changes in the Graduate School’s representation at the Distinguished Achievement Awards (DAA) banquet. As the Graduate School chooses to recognize fairly recent graduates, we will have our own category going forward. The Graduate School will present the Rising Star Award to an alum who received a graduate degree from URI within the last 10 years and has displayed exemplary accomplishments thus far. He announced the first ever recipient of this award to be Muhammed Al-Sultan who received a Ph.D. in Pharmacy in 2003.

F. Dean Zawia noted that the Enhancement of Graduate Research Awards (EGRA’s) call for proposals would be announced soon. These awards go to help students with funding for their research or presentations of their work. An award of up to one thousand dollars is available for those students who submit the top proposals.

G. Dean Zawia announced the date of the Graduate Faculty Summit, which will be held on Tuesday October 15th, at OceanCliff in Newport, RI. He noted the distinction between faculty and graduate faculty, and how the role of graduate faculty is currently documented in both the Graduate Manual and the University Manual. At this summit, with a quorum of 25, this issue will be discussed and better defined and documented. All Graduate faculty are invited and we will accommodate as many quests as we can.

H. Associate Dean Killingbeck spoke regarding the continuing issue of a statement of policy on Graduate Faculty Status. A motion was made by Dean Zawia to add the policy approved by last year’s Graduate Council in meeting 472 to the Graduate School Manual. The motion was approved with one abstention.

IV. Committees

A. A Nominating Committee was formed to review the sub-committee self-nominations. The Committee will prepare a draft proposal of the membership of those committees to be brought to the next meting of the Graduate Council. The three volunteer members of the Nominating Committee are: Peter August, Stephen Kogut, and Julia Lovett.
B. Dean Zawia and Associate Dean Killingbeck took turns describing the five sub-committees needed for the Graduate Council. Each member of the Council was given a self-nomination form and asked for their top three choices of committee membership.

V. Topics for Discussion – The Graduate School Manual

A. GSM Section 8.43.2 – motion to edit to read: “The doctoral committee is composed of at least a major professor as chair and two additional members of the Graduate Faculty. The second member of the committee is a member of the same department, in the same discipline, or in one closely related to it”. The motion was approved.

B. GSM Section 7.43 – motion to edit to read: “Program of Study. It is in the best interests of graduate students to be guided in their work by a well designed Program of Study. Each student enrolled in a master's degree program shall submit a Program of Study to the Dean of the Graduate School for approval.” And “After a program has been approved, changes can be made by submitting a new Program of Study for approval to the Dean of the Graduate School, signed by the major professor, the student, and the Graduate Program Director” The motion was approved. Dean Killingbeck also sought the approval from Council to make all editorial changes that reflect the switch from paper submissions to electronic submissions throughout the GSM. This permission was granted unanimously.

C. GSM Section 7.44.5 – motion to edit to read: “Passing the oral defense of the thesis does not automatically imply that the thesis is acceptable as defended. The thesis will be approved only after all the corrections stipulated by the thesis defense committee are incorporated in the thesis in final form. For theses judged to be acceptable except for typing errors and/or minor changes in style or content, the major professor or Chair of the thesis examining committee is responsible for certifying that all corrections have been made. For theses judged to be acceptable only after significant changes in content are made, the major professor and any defense committee members so designated at the defense will be responsible for certifying that all corrections have been made.” The motion was approved.

D. GSM Sections 7.44.2.1 and 7.53 – motion for the addition of two new sections regarding the establish of a student’s program committee. The motion was approved.

7.44.2.1 Establishment of a Graduate Program Committee (Required). The composition of a graduate program committee, also termed thesis committee, is described in Section 8.42.2. This committee is established with the form titled
‘Establishment of a Graduate Program Committee’ before, or at the same time as the submission of a Program of Study.

7.53 Establishment of a Graduate Program Committee. The composition of a graduate program committee, also termed doctoral committee, is described in Section 8.43.2. This committee is established with the form titled ‘Establishment of a Graduate Program Committee’ before, or at the same time as the submission of a Program of Study.

E. GSM Section 7.56 – motion to edit to read (in its entirety):

“7.56 Dissertation Proposal. A dissertation proposal is required of all doctoral students and is intended to describe a problem to be investigated and provide details regarding how the research will be performed and reported. Approval signifies that it meets the standards of the University of Rhode Island for the doctoral degree. The proposal should present the required information as concisely and clearly as possible. The ability to describe concisely a research problem and methodology is one of the skills that the dissertation proposal process is designed to develop. Therefore, dissertation proposals are limited in length to the signature cover-sheet plus 15 or fewer double-spaced, numbered pages in a font size no smaller than 12 point. Proposals longer than this will not be accepted, however, appendices and references are not included in the 15-page limit. Proposals should be submitted before substantial research has been completed, typically during the first or second semester in which the student registers for research credits. In all cases, however, the proposal must be submitted during or before the seventh semester in which a doctoral student is enrolled in their program, and at least 6 months before the dissertation is defended. Complete details for the appropriate development, preparation, and submission of a dissertation proposal can be found on the Graduate School website (www.uri.edu/gsadmis/). Proposals will be returned for revision if they do not contain the appropriate sections described in the Proposal Instructions.”

The motion to edit “during or before the seventh semester in which a doctoral student is enrolled in their program” was approved by 9, there was 3 opposed and no abstentions.

The motion to edit “at least 6 months before” was approved unanimously.

The changes go into effect for Fall 2014.

F. GSM Sections 7.43 and 7.52 were tabled due to time constraints.

VI. Policies Guiding Post-Baccalaureate Certificate Programs
Tabled due to time constraints
VII.  Old Business

VIII. New Business

IX.  Meeting adjourned at 4:02pm