

# Special Meeting of the Graduate Council

## January 29, 2007

### Minutes

#### Present

*Councilors:* **Arts and Sciences**— Jon Bloch, Ken Florey, Ross Gingrich, Scott Graves, Gerry Lesley, Virginia Metaxas, Lori Verplaetse, Charles Wieder, **Business**—**CLIS**—Jane McGinn, Hrvoje Podnar; **Education**- Robert Axtell, Nancy Boyles, Suzanne Duke, Adam Goldberg, Bernard Hayford, Mike Martin, Joel Meisel, David Squires, **HHS**—Mary Bellandese, Eileen Crutchlow, Roy Hunter, Michael Perlin, Mary Purdy.

*Guests/Observers:* Dean Sandra Holley, Susan Westrick.

#### **1. Call to Order**

**Gerry Lesley**

Chairperson Gerald Lesley called the meeting to order at 1:15 pm.

#### **2. Rules of Order Document Review**

Dr. Lesley indicated that the purpose of this special meeting was to review the current draft of the Rules or Order document that was prepared by the Procedures Committee of the Graduate Council and the Ad Hoc Committee that was composed of Dean Sandra Holley, Susan Killion, Michael Perlin, Ken Florey, Jane McGinn, and Gerry Lesley.

Dr. Lesley summarized the changes made to the document and invited discussion among the Councilors about changes. The following specific suggestions were adopted after discussion by the Council:

1. Changing criteria for membership to the Graduate Faculty from “published research or engaged in publish scholarly or creative activities within the last **four** years” to **five** years in order to coincide with the Academic Standards review of programs (Section II A 1).
2. Deletion of first sentence of Section II A 4 “Members of the Graduate Faculty may forfeit membership on the Graduate Faculty if they fail to maintain any of the criteria for membership” as stated in Section II A 1.
3. Change from “Anyone not verified is removed from the catalog.” to “The name of anyone not verified will be removed from the catalog.” Section II A 4.
4. Move sentence “Adjustments to the membership shall be made by the Chairperson of the Graduate Council as needed.” (Section V A 2 a) to end of first paragraph section V Graduate Council Committees.
5. Section V C 5 changed to “At the October meeting of the Graduate Council, Standing Committee chairs shall present a copy of the annual report for the previous year and briefly summarize their goals and objectives for the current academic year.”
6. Section VI A changed to “Members of the Graduate Faculty are encouraged to bring matters to the Council through their elected representatives. The Council shall

consider such proposals and may take appropriate action. Additionally, the Graduate Faculty may present initiatives and referenda as needed.”

7. Section VI B. “The Graduate Council shall be bound to expeditiously consider for enactment” to be moved after VI B Faculty Initiatives. Add statement requiring initiative to be included in next Graduate Council agenda.

8. Some punctuation changes were suggested throughout the document.

### **3. Adjournment**

Chairperson Lesley adjourned the meeting at 3:15 p.m.

Respectfully submitted,  
Mary H. Bellandese, Secretary