

SCSU Graduate Council
September 21, 2009

Minutes

Present

Councilors: **Arts and Sciences** —John Critzer, Jane McGinn, Ken Florey, Ross Gingrich, Scott Graves, Jessica Kenty-Drane, Dina Moore, Mirela Newman; **Business** — James Thorson **CILS** —Gayle Bogel, Yan Quan Liu, Elsie Okobi, Hrvoje Podnar; **Education**— Bob Axtell, William Diffley, Suzanne Duke, Misty Ginicola, Adam Goldberg, David Squires; **HHS**—Glenda DeJarnette, Sury Amtl, Esther Howe, James MacGregor, Antonia Nelson, Barbara Worden
Guests/Observers: Dean Sandra Holley, Cesarina Thompson.

1. Call to Order

Outgoing Chairperson Dr. Kenneth Florey called the special meeting of the Graduate Council to order at 1:05 pm. He announced that the first regular meeting will take place on October 5th, 2009.

2. Announcements

a. Outgoing Chairperson

Dr. Kenneth Florey

New members were asked to request their Graduate Council notebook if they have not already received this document. All members were asked to remember to return their fluorescent pink interoffice envelopes at each meeting. All members were asked to sign in at each meeting; any new members should add their name to the list for updating.

The Curriculum Committee will meet on October 5th at 12:00 p.m. prior to the first Graduate Council meeting of the year. A new chair must be selected at this organizational meeting. The committee will meet in Eng C108.

The Procedures Committee will meet regularly in Eng C022 at 12:00 p.m. on the first Monday of every month prior to the Graduate Council Meeting. The first meeting will take place on October 5.

Committee assignments will remain the same for most current members of the Graduate Council. New members will be assigned to a committee and the 2009-2010 list of committee assignments will be distributed to all Graduate Council members once complete. Dr. Florey reminded the Council that the number of Graduate Council members for each department is contingent on the number of students the department serves. Several departments are eligible, though not required, to have more than one representative serve on Graduate Council. The formula is based on the total number of graduate course credit semester hours generated during the current academic year.

Every program is entitled to a minimum of one Councilor. For those programs that have generated 1500-2500 contact hours for the preceding year, the number increases to two. Those departments that have over 2,500 contact hours are entitled to three representatives.

Dr. Florey announced that the following departments have not notified the Graduate Council of the name(s) of their representation for this academic year: Special Education, Reading, Communication Disorders (1 more), Public Health, and Social Work (1 more). In addition, Business is now entitled to one more representative for a total of three.

The Faculty Leadership Council is a newly proposed committee comprised of leaders from UCF, Faculty Senate, Graduate Council, AAUP, and the Chairperson's Council who will meet regularly to discuss faculty concerns. An informal meeting took place this past summer between the Faculty Leadership Council, the President, and the Provost. This committee must be formally recognized by each of its proposed constituent units that wish to participate. Several other legislative bodies have approved the committee. The Graduate Council must vote on whether to allow the Graduate Council chairperson to represent this body on this new council.

Dr. Ross Gingrich made the motion that, "The Graduate Council supports constituting a Faculty Leadership Council, consisting of chairs of the Graduate Council, the Faculty Senate, the Undergraduate Curriculum Forum, the AAUP, and the Chairperson's Council to consult periodically with the President and the Provost on matters of concern to the faculty." This motion was unanimously approved.

Dr. Florey announced he would turn the meeting over to Dr. David Squires to conduct the nomination and election process for the Graduate Council Executive Committee.

b. Elections

Dr. David Squires

Dr. David Squires distributed a document announcing the slate of nominees for the three elective positions in Graduate Council (see attached).

Dr. Dina Moore was nominated and unanimously approved to serve as Secretary of the Graduate Council.

Dr. James Thorson was nominated and unanimously approved to serve as Vice-Chairperson (Chairperson of the Academic Standards Committee) of the Graduate Council.

Dr. Jane McGinn was nominated and unanimously approved with one abstention to serve as the Chairperson of the Graduate Council.

c. Chairperson of Graduate Council

Dr. Jane McGinn

Dr. McGinn thanked the Graduate Council for her election. She explained that her goal as Graduate Council chairperson is to strengthen and expand our graduate programs. Dr. McGinn requested that members of the Graduate Council please let her know of any things they may be doing in this vein.

Dr. McGinn also requested that members of the Graduate Council please let her know of any issues or concerns they would like to see on the agenda for the upcoming Graduate Council meeting. She opened up the floor to issues of concern to Graduate Councilors.

Dr. Barbara Worden, Social Work, raised the issue of technology problems on campus. Specifically, the technology update that failed during the summer was undertaken at the beginning of the semester during registration, commencement of courses, etc. and the administration needs to recognize the problematic timing of the update. Why wasn't the update completed during an academic break (i.e. Thanksgiving or Winter Break). Further, the HelpDesk is also not on duty at times when students need access to this department. Several other faculty supported Dr. Worden, expressing similar concern.

Dr. Mirela Newman, Urban Studies, raised the issue of creating an opportunity for idea exchange between graduate program coordinators on the topic of program review and revision. She would like to see more opportunities for coordinators to share tips on the graduate program review process.

It was announced over the summer that the School of Communication, Information and Library Science may be dissolved with departments being distributed across the other four academic schools. It was suggested that Graduate Council might consider addressing the impact of this issue on the Graduate School. Dr. McGinn suggested that the Faculty Senate might be the most appropriate venue for this discussion, but that whatever graduate issues arise should be considered by the Graduate Council.

The meeting was adjourned at 1:42 p.m.

Respectfully submitted,

Jessica L. Kenty-Drane
Outgoing Secretary

**Graduate Council
Executive Committee**

SLATE OF NOMINEES

Monday, September 21, 2009

POSITION

NOMINEE

Chairperson:

Dr. Jane M. McGinn

Dr. Jane McGinn is a Professor in the Women’s Studies Program and Department of Information and Library Science. Jane served on the Graduate Council Executive Committee, as Chair of the Procedures committee, from May 2005 to May 2007. Jane served as the Chair of Graduate Council’s special sub-committee on “Online Education” during the 2008-2009 academic year.

Dr. McGinn was elected to represent the Women’s Studies Program on Graduate Council for the May 2009 – May 2012 term.

Vice-Chairperson

(Chairperson of the Academic Standards Committee)

Dr. James Thorson

Dr. James Thorson is an Associate Professor in the Department of Business Administration. During his May 2006-May 2009 term on Graduate Council, he was a member of the Academic Standards Committee.

Secretary:

Dr. Dina Moore

Dr. Dina Moore is an Associate Professor in the Psychology department. This is Dina’s second term on Graduate Council and she has served on the Procedures committee.