Members Present: Krista Maxson, Paul Madden, Debra Scurllock, Christine Raber, Ken Carlson, Doug Sturgeon, Alyssa Burns Absent: Mark Moore, Jeff Bauer

1. New Members/Appointments:

Krista Maxson, who has been representing the Mathematics Department on the Council as a guest, has been appointed the Interim Associate Provost for Research and Graduate Programs, which includes Graduate Center Director.

Paul Madden is now CPS Dean, and Jeff Bauer is now CAS Dean.

MOT student Alyssa Burns will serve as an alternate this term in place of Hannah Conn, who is unable to attend this semester's Council meetings due to her schedule.

2. Approval of Minutes from 4-11-13 Meeting: Approved after a motion by Krista and a second by Ken.

3. Update on Reading Endorsement Documents from M.Ed. Program:

This endorsement proposal has been withdrawn and put on hold, pending changes in the field of education. Teacher Ed plans to do a "needs assessment" for area teachers to evaluate their training needs.

4. Ohio Board of Regents Graduate Program Review:

SSU's review document was submitted to OBR early this month. Chris and Debra distributed a handout to the Council with the draft language they developed at the request of Council last spring, and explained how our accreditation reviews will be addressed. This language can be used on future OBR reports to define our "policies, procedures and review cycle." It was also noted that the anticipated BOT program review guidelines are still in draft form and have not had final approval.

5. Graduate Programs Manual Review:

The approved manual is out of date with our current program procedures as well as the plans for our future graduate degrees. Krista asked that Council members review the current manual themselves and send their notes to Krista and Susan. Debra and Chris offered to meet with Krista to work on drafting a revised manual.

6. EDIS 6585 Minor Course Change

This EPCC minor course change was quickly approved after a motion by Krista and a 2nd by Debra.

7. Master's Degree in Mathematics – Full Proposal

A vote to bundle the packet of Math documents was approved after a motion by Krista and a 2nd by Debra. The Council had no major concerns for discussion, since they had time to review the final
documents prior to the meeting. After a motion by Krista and a 2nd by Doug, the entire PDP for a Mathematics degree was approved by Council.

8. Graduate Council Approval Authority:

There has been some campus-wide discussion about giving the Graduate Council more authority to direct the approval process of graduate documents. At this time it’s only a concept, but Krista plans to guide the GC on creating a proposal to send to EPCC that will outline a new review and approval process for graduate programs that parallels the EPCC process for undergrad academic changes.

9. Graduate Faculty Status:

Copies of the 2 new Applications for Graduate Faculty Status (both regular and temporary) were distributed. Paul explained that previous graduate faculty will be "grandfathered" in, and then will begin their 3 year status review period. It's assumed that new faculty hired for graduate courses will meet the expectations for graduate faculty status. Other faculty who would like to be awarded Graduate Faculty Status will need to fill out the applications that have been approved by EPCC. For current faculty the process will be:

1. Each graduate department will present a list of current graduate faculty to the Director
2. Graduate Council reviews and makes the awards
3. Graduate faculty will present an annual scholarship report to determine the points that will be awarded.

It was agreed that other full-service faculty can apply for Graduate Faculty Status whether they are teaching graduate courses or not. We will draft a letter to inform faculty they have been awarded Graduate Faculty Status for their files.

10. Graduate Assistant Appointments:

Doug explained how the M.Ed. department would like to have the option of splitting GA appointments to award partial stipends and tuition waivers. This would give them more flexibility in scheduling and aid in recruitment. The Graduate Council agreed. We will have to make this language revision in all documents, including the Manual. In anticipation of this approval, Paul and Susan have already developed a form for GAs to sign that spells out the details of their awards, including the percentages they will receive.

Minutes submitted by Susan Montavon.