# Graduate Council Meeting Minutes

September 7, 2016, GBB 202, 12:10 – 1:00 PM

*Members Present:* B. Bach, L. Broberg, F. Brown, C. Dumke, L. Frey, K. Hopingardner, G. Lind, G. Morrill , K. Swift  
Ex-Officio Present: S. Whittenburg  
*Members Absent/Excused:* C. Palmer, S. Ross

Call to Order

The minutes from 4/27/16 were approved.

## Communications

* Vice President Whittenburg provided several Graduate School updates. Isa retired and he is in the process of recruiting for a front desk person. A student employee was helping during the summer, but is no longer available. Raquel is now working fulltime on the grant, so he is the only person available to administer the IIP. A 16,000 vacant line will be used to hire a part-time Associate Dean (internal recruitment). This person could be considered for the interim dean position when he decides to retire. Enrollment Management plan efforts include the following:  
  + Progress on The creation of a new recruiting brochure was stalled when it was sent to Marketing. Presumably because they are busy with undergraduate materials.
  + The Research Office was able to fund two students through the 1:3 program. For every three students supported on a grant, one student can be supported by IDC’s. Research is doing really will. It was approximately $10 million in IDC’s. This is $2 million over what was budgeted. This allowed the Research Office to pick up a number of the previously cut TA positions. Some of the money is going into renovations and new initiatives. The institution needs to push for more doctoral students to move to the higher Carnegie Research designation. Departments may need to rethink lines.
  + Three events were held for Graduate Students. The Graduate Student Exp had approximately 100 students attend. This will likely grow. VP Whittenburg was contacted by another school interested in participating, but he is not sure this is a good idea. Associate Dean Jenny McNulty organized TA orientation. There were several speakers including Lisa Blank and Tobin Shearer and was well attended. The GSA BBQ had more students attend than expected. Professor Dumke was not aware of these events. The communication went directly to students not graduate coordinators. The communication should probably go to both in the future as often students do not check their university email and rely on faculty to inform them of these types of events.
  + This year the Council should look at transitioning to Submittable for processing applications. The application fee is used to fund the office. The current vendor charges $10 per application. The University is losing an estimated $10,000/yr. VP Whittenburg will look into access to the demo site for council members.
  + VP Whittenburg is also looking into creating agreements with the Teton’s Science School. Its students must attend another school for the final two years. The programs that would be a good fit include EVST and Environmental Journalism. VP Whittenburg is meeting with the department chairs.
* Last spring the Council learned that Bertha Morton’s trust t is to be used for “awards to worthy students for advance study scholarship”. The criteria states that “graduate student applicants should be top scholars who are serious about their studies.” This language opens the possibility that it could be used for incoming students. The Council will need to decide how to divide the Bertha Morton funds between existing students and new students.

## Business Items

* Professor Frey and Ross were selected as Co-Chairs.
* The membership breakdown was briefly discussed. Professor Harris, Public Health prefers to serve in the Social Sciences. That will leave a vacancy in professional schools and humanities. Although calls have gone out to department chairs and deans for volunteers, no social science or humanities faculty have volunteered. There are several volunteers from professional schools. Given that there are typically more curriculum forms submitted from the professional schools, the Council agreed that having an additional member from the professional schools is preferred to being short a member. There are 32+ graduate programs in the professional schools and only 6 in the humanities.
* The following faculty agreed to serve as subcommittee chairs.

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| Humanities | Louise Economides |
| Social Science | David Schuldberg |
| Science | Sandy Ross |
| Professional Schools | Fletcher Brown |

* A subcommittee consisting of Professor Dumke, Swift, and Schuldberg will consider how the Bertha Morton awards might be reconfigured to be used to recruit students. Professor Swift will chair the subcommittee. He intends to meet with VP Whittenburg and send a survey to Council members. There are a lot of variables and complications in how the process would actually workgroup.
* The selection of the IIP Oversight Committee Chair was postponed.
* The program review documents for Forestry are available on Box. These were on last year’s review list. The Schools Subcommittee should proceed with its review.

## Good and Welfare

* The relationship between Academic Affairs and the Research Office. VP Whittenburg suggests this is something that should be clarified when the new provost arrives. He has a good working relationship with the Interim Provost.

## Adjournment

The meeting was adjourned at 1:02 p.m.