# Graduate Council Meeting Minutes

February 21, 2018, GBB 202, 12:00 – 1:00 PM

*Members Present:* B. Baker, L. Broberg, F. Brown, C. Dumke, J. Farnsworth, G. Morrel, hy, C. Nelson, S. Ross, S. Stan, J. Wiltse, N. White  
*Members Absent/Excused:* K. Harris C. Fitspatrick, M. Murphy, C. Palmer, R. Smith, V.P. Whittenburg  
*Ex-Officio Present:* A. Kinch, N. Lindsay   
  
Call to Order

* The minutes from 2/7/18 were approved.

## Communication

* Student member Farnsworth reminded members that GradCon is April 20th and the deadline for students to submit abstracts and personal statements is March 23rd. There are cash prizes for several categories: Oral (5 min -$100, or 10 min- $300), Performing and Visual- $300, and Posters- $300. There will be a cash bar during the Poster review. Five to seven finalists will be determined in each category. They will use the one button studio to create videos for judging. Judges are needed.
* The spring curriculum deadline is March 2nd. Some programs delayed processing forms due to APASP and others need to modify curriculum given voluntary retirements and the loss of lecturers. Hopefully there will not be many forms submitted for review. The Bertha Morton Deadline is also March 2nd. Chair Ross will work with Camie to provide a calendar of meetings for spring semester.

## business

* Chair Ross met with Associate Dean Kinch and Dean Whittenburg regarding the letter to President Bodnar. Kinch prepared a fact sheet of programs and included data from the National Council of Graduate Schools to provide context. Chair Ross still needs to draft the letter outlining the Council’s concerns. He will send this out next week for members to review. Camie will extend an open invitation for President Bodnar to attend a meeting.
* Professors Dumke and Neilson gave an update on their efforts to revise the Graduate Increment Guidelines Procedure. One of the items missing was clarity on how the increment is measured and contributes to the student’s grade. The Council determined that some of the items should be requirements and some guidelines. It was suggested that a minimum of 20% of grade be provided rather than a range. Programs can always decide on a higher percentage. The Council is not aware of a higher contact hour standard for graduate courses. The Business School expects 50% more time. UM’s current Credit Hour Definition Policy was required by Accreditation. It is difficult to measure time spent out of class on a course syllabus. More sophisticated work takes more time.

## Adjournment

The meeting was adjourned at 12:55 p.m.