

**Graduate Council Meeting
November 15, 2022 • 3:00-4:30p • Zoom
Minutes**

Attendance:

Quorum: 11 (Current membership = 22)

Name of Member		Name of Member	
P. Berkelman, ENGR	X	H. Tavares, COE	X
W. Buente, CSS	X	T. Ticktin, CNS	X
K.F. Cheung, SOEST	X	A. Tse, SONDH	ABS
B. Fisher / Kara Miller, CALL	X	J. Yoshioka, COE	X
T. Grüter, CALL	X	S. Brown, MFS	X
J. Guo, MBTSSW	EXC	E. Biagioni, MFS	X
A. Mawyer, CALL	X	Arby Barone, GSO	ABS
P. Nerurkar CTAHR - sabbatical F 22	EXC	Mark Willingham, GSO	ABS
S. Robertson - F22 / P. Williams - Sp23, CNS	ABS		
J. Stilgenbauer, ARCH/SCB/HSBK	X		
M. Tallquist, JABSOM	X	K. Aune, GD	X
N. Tarui, CSS	X	J. Maeda, GD	X

*A = AAA Committee; C = Course Committee; P = Program Committee; **bold** = chair

Alternate(s)		Alternate(s)	
M. Esquivel for P. Nerurkar (F 22)	X		
			n=17

Guests: Amy Hubbard and Jessica Gasiorek, COMG

Announcements/Reminders

- Announcements/Reminders: (please share with your college/school Graduate chairs)
 - Fall 2022 Meeting Dates: Tuesdays, 3:00 - 4:30p
 - December 13
 - Fall 2022 Graduate Assembly November 17, 2022
 - Open Office Hours via ZOOM w/ Graduate Dean and Associate Dean
 - November 30 at 1:00pm
 - Spring 2023 Meetings (Tuesdays, 3:00-4:30pm) January 24, February 28, March 21, April 18, May 9 (if need be)
 - Achievement Scholarship funds still unspent. A reminder will be sent to the programs who have funds to award.

Old Business

- Approval of October 18, 2022 minutes.
 - Under **Graduate Faculty** section: Change this sentence to add “member”: One does not need to be a full professor to be a level 3 GF member.
 - Remove subsequent sentence due to redundancy - No requirement to also be a Full Professor.
 - Question about Academic Probation section - these notes lay out the points made at the October meeting. Per Dean Aune, this is to be discussed at the December meeting.
 - **Motion to Approve: 16 in Favor; 0 Opposed; 1 Abstention**

New Business

- BAM Pathway in Communicology
 - Comment per E. Biagioni that this proposal was straightforward. However, he noted that on pages 10 and 11, in each case on line 3, it says "BA", it should say "MA". This error is the academic plans for the COMG MA.
 - **Motion to Approve: Unanimous in Favor; 0 Opposed; 0 Abstentions**
- Astronomy program modification (with ASTR 601)
 - Tabled to next meeting
- UHM-1 Course Forms:
 - **ANTH 651**
 - Reviewer from Course committee commented that this was a pretty strong proposal. The faculty offering it appear to have an expertise in it with collaborators in South Africa who would Zoom in for a couple of classes. There were some questions about the syllabus content. Feedback was returned to ANTH who responded to the questions. Their response was determined to satisfactorily address questions and comments that were returned.
 - **Motion to Approve: 16 in Favor; 0 Opposed; 1 Abstention**
 - **ASTR 601** - tabled to next meeting
 - **BIOL 601**
 - Per the reviewer, this course proposes to cover learning more about the scientific method. Questions and comments were returned to the proposing unit. No response was received yet from them. One of the main questions was why they're requesting to restrict the colloquium. This might be a good course for other programs' students. Additionally, there was a question related to grading being based on observation and comments. There wasn't any documentation on how students would be evaluated; this is useful to include and for students to have more information on what is expected of them. Another comment that it might be helpful to describe the range of speakers to give students a feel for who will be presenting. There was a request to update the syllabus info to include current Title IX information.
 - T. Ticktin offered to help clarify the issues with this proposal since this new course is a way to give students credit for attending their seminar. While she was not sure of the exact reason for the restriction on this new course, she thinks it may be due to the number of students who would take this seminar. With the School of Life Sciences being formed by merging four graduate programs (BOT, MB, MICR, and ZOOL), the number of students to enroll has increased.
 - M. Tallquist suggested allowing review by Graduate Division of the response to the questions. The questions and issues with this proposal were important, but relatively minor that it did not need to return to the Course Committee or Graduate Council for another review.
 - **Motion to Approve Pending Review by J. Maeda: Unanimous in Favor; 0 Opposed; 0 Abstentions**

- ICS 684
 - The reviewer for this course commented that it sounds interesting. However, the course title and description are very similar to an undergraduate class - ICS 484. Feedback was sent to the proposing department and they have revised the course title and course description. There was a question because based on the change to the title to Data Visualization II, is there a plan to adjust the undergraduate class to be Data Visualization I? There was some discussion on whether or not sequential courses could have version I at the undergraduate level and II at the graduate level. It was determined that such courses typically are at the same level. The reviewer suggested use of the term, "Advanced" in the title might make more sense than including II at the end of the title.
 - Suggested title to propose: *Advanced Data Visualization*.
 - Clarification was shared on changes made to the original version - the revised version was not shared with the Graduate Council since they were returned close to the meeting day and after the original version was shared. One of the questions by the Course Committee to the department was on grading expectations. The original version was relatively vague. The revised version was much more informative and was determined to be satisfactory.
 - **Motion to Approve Pending Suggested Title Change: 16 in Favor; 0 Opposed; 1 Abstentions**
- LING 641 - tabled to next meeting

- **GA Sick Leave -**

- Dean Aune asked the members if there are any questions or concerns that they have or have heard of from students or their colleagues in their respective colleges/schools.
- Coverage of duties - Dean Aune shared that this new policy is silent on coverage of duties. How missed GA duties will be covered would vary greatly by the type of GA and their work. She drafted language on this issue and it is with the GSO President for their review. It is very difficult to articulate specifics for coverage because of the range of duties and responsibilities for the types of GAs and even within the types of GAs (e.g., within GTAs, their duties and responsibilities also vary). However, it is important for programs to address how the coverage of missed duties due to being sick would occur and guidelines to do so should be developed at the department/program level.
- A question was raised, if a student requested sick leave and student moves out of state - can the student continue to work as a GA? Per Dean Aune, there is still a restriction that GAs, in general, but more especially for institutionally funded GAs, they should not be working out of state. It would not be approved at the Provost level. For a GA on extramural funding for field research/data collection for their thesis/dissertation, there is a process with routing for approval that would be initiated by the GA's supervisor. If on institutional funds as a GA, an out of state work request is unlikely to be approved.
- There was a question relative to who would be listed as the GA's supervisor? It seems to vary depending on the type of GA. There are some faculty who supervise GTAs, even if they're the student's advisor. A member commented that it's the Graduate chair in their unit. It's not necessarily limited to the department chair, even though that may be more common.

- Are GAs using the sick leave system if they're able to sort it out with their supervisor or others? Faculty may not be aware that the GA submits their sick leave request through the online system. Information about GA sick leave, the online system, and the policy was disseminated to graduate programs. More widespread sharing of this information may be helpful.
 - The issue relative to the coverage of a GA's duties if out sick was brought up a graduate program. There was some thinking that the GA was not responsible for duties and responsibilities not done due to their being sick or on bereavement leave. What is the responsibility of GA if away on sick or bereavement leave? Per Dean Aune, this issue will need to be addressed at the level of the program or unit where guidelines would be developed reasonably and in a collegial manner.
 - If there are any further thoughts and feedback, please let Dean Aune know.
- Dean Aune announced she will be stepping down at the end of this year and will be returning to the faculty in COMG. She expressed having enjoyed her time serving as dean of Graduate Division and appreciation for everyone's support and work.
 - Dean Aune shared that Graduate Admissions are still being handled by GD, even after the reorganization. No changes to that have been made yet and there is no foreseeable change in the near future, but should things change, the information will be shared.

Adjourned: 4:31pm

Next Meeting: December 13, 2022, 3:00pm