

Graduate Council Meeting Minutes

April 3, 2017

Barge 304; 3-5:00

In attendance: Archer, Kevin; Benson, Kelly; Boullion, Marv; Chacon, Saul (filling in for Cody Stoddard); Ge, Yingbin; Haviland, Liz; Kirk, Rachel; Lipton, Jen; Mattinson, Chris; Portlese, Laura; Robinson, Scott; Roemer, Karen; Sheeran, Lori; Sheldon, Allie; Smith, Bret; Vajada, Szilard (filling in for Boris Kovalerchuk); Wattam, Don

Guests: Leslie Lotspeich

1. Approval of 3-6-17 minutes and agenda

2. Deans and Committee reports, information and action items:

A. Dean, Kevin Archer: 1. The external reviewer's report (CGS consultants) will go to the Provost 1st for review and then will hopefully make it available to GC. 2. He has extra funds from the Provost for internal awards, 2 special calls: \$1000 grant for the Faculty Institute for On-line Teaching put on by the Center for Multimodal Education in July and early September, incentive for graduate faculty to learn how to teach on-line. The other will be a \$4000 award for a development of a proposal for external funding. The money should be used for a full proposal to an external outside agency. Kevin encourages the areas that don't often have the time to create a proposal, this will be awarded during summer and the criteria will be emailed out shortly. 3. Hooding ceremony: looking for student speakers with engaging stories.

B. Hooding Ceremony, Leslie Lotspeich: Flyer was handed out to advertise the hooding ceremony within departments and an email was sent out. The student registration site is live and we have 71 students already signed up for the ceremony. Of the 71 students 38 graduate faculty have confirmed their attendance. A friendly reminder that faculty that are participating need to register on the commencement website that they are wanting to participate. A quick tutorial was given where to go on the website to register for the ceremonies you want to participate in. Also, the university is paying for all faculty regalia. If you have any questions about ordering your regalia to contact the Wildcat Shop. Please send all student speaker nominations to Natalie Lupton.

C. Associate Dean, Natalie Lupton (absent): email message: *"my time is now split by working on policies and procedures plus an immense amount of time on curriculum review as well as the hooding although Leslie really has that covered."*

D. Graduate Student Association, Allie Sheldon: Planning a "fun" meeting they are going to have once month that encourage networking and mingling instead of all the meetings being so formal. They are attending the North American Graduate Student Association conference in Spokane this April. If the graduate directors would please direct their new incoming students to

Allie, they are soliciting new membership and would love to meet with those students and hopefully they will participate.

E. Curriculum committee, Jen Lipton: The PDF of Rural and Community Health Graduate Certificate was sent in error. Jen and the committee are trying to custom routing proposals that have issues to allow more time for corrections if there are issues with any part of the proposals. How can GC make decisions on proposals in the time frame (15 days) that is given per the CWU policies and the Bylaws of GC? In the past the originator of a new program would be asked to explain their new program to GC so if there were any issues they could be brought up to the originator. There were several suggestions such as, extra GC meetings to review proposals or have guests speak on behalf of their new proposal or email the link on Curriculog and have an email conversation with GC. Motion: When there is a new program proposal or major changes to a program the program director and/or originator will request to speak to GC at their next meeting. Motion was approved.

F. Academic Standard, Rory Weishaar: no report

G. Procedures committee, Scott Robinson: 6 applications were approved and they are working on rewording the graduate faculty application.

H. Executive Committee, Yingbin Ge: Information items: 1. Please remind graduate students and faculty of the graduation procedures and deadlines and the website is given and that students are required to take at 2 credits their graduation quarter. 2. The majority opinion of GC executive committee would not be in favor of downsizing the GC. 3. CBA negotiation regarding service workload until for GC: There was a question about the duties of graduate coordinators/directors and should they be included in the CBA? Should the size of programs matter when determining duties and other variables be used to determine WLU for graduate coordinators/directors of graduate programs? There was discussion about the WLU for the work they do as coordinators/directors they would like to gather a list of duties from the coordinators/directors. Please email the duties to Yingbin and he will compiling the duties and will forward them on to Holly Pinkart (chair of faculty negotiation team).