

## **GRADUATE COUNCIL MINUTES**

**May 10, 2018**

The Graduate Council met at 12:00 pm in Thomas Boyd Hall in Room 135 with the following members present: Adams, Broussard, Cai, Chance, Daniel, de Queiroz, Francis, Frick, Galvez, Gansle, Husseneder, Lane (ex-officio), Lindau, Lockridge, Marchand, Massé (ex-officio), Perry, Pojman, Sanders, Sharky, and Tubana.

Absent members: Lee (ex-officio), Page, and Piccoli.

### **Minutes of April 27, 2018**

Pojman asked if there were any changes or corrections to the minutes of the April meeting. The minutes were moved for approval by Gansle, seconded by Perry, and the minutes were accepted unopposed.

### **Academic Affairs' Report**

No report.

### **Interim Vice Provost's Report**

- Massé stated that the vendor for the new CRM (online application system) is expected to be announced soon.
- Massé says that a third collaborative meeting will be held between the Graduate School, I.T., and Human Resources to discuss a better coordinated process for Graduate Assistantships and Graduate Faculty Status.
- Massé presented a list of several suggested issues from Graduate Advisors and Associate Deans for consideration next semester.
- Massé expressed how much of a pleasure it has been to work with the Graduate Council the last three years.

### **Chair's Report**

Pojman thanked everyone for their hard work this year. He also announced the search committee for the VP of Graduate Studies is meeting today to give feedback on both candidates.

### **Old Business**

#### **Electronic Thesis and Dissertation Embargo Period**

- Lockridge inquired about the feasibility of having one group of graduate students in the English MFA program be given a different default setting than other students using the ETD system.
- BJ Rice, IT Analyst at the Graduate School, stated that there is no easy way to do this within the Digital Commons system. He stated that another option would be for the department to encourage MFA students to select the 7-year option and he could manually permanently embargo each MFA student every semester.
- Lane added that the English Department expressed concerns about the IP restriction and the availability of theses and dissertations in PDF format. He suggested that if paper

copies were going to be used in place of digital, then it would be the students' responsibility to make sure a physical copy was provided to the library.

Broussard posed two questions to fellow Council members for discussion: 1) Should students have the option to do a one year, seven year, or permanent embargo? 2) Would individual students make the decision or would there be a standard decision for a cohort? Council members discussed the pros and cons of moving forward with a maximum seven-year embargo.

- Rice said that it would be an easy manual process to embargo another seven years after the initial seven-year period.
- Broussard then made a motion to recommend a zero, one year, and seven-year embargo, with the latter eligible for two additional seven-year renewals (21 years maximum) with a valid rationale. She also proposed that these options be available to all and that it be the student's responsibility to select these options.
- Gansle asked who would determine if a rationale is valid.
- Lockridge then amended the motion to remove "valid" and added that the student should submit a print copy in the library.
- The motion is now that embargo options are as follows: zero years, one year, and seven years for all students. Renewal of the seven-year option could be requested twice with a rationale. The renewal must be submitted within 12 months of the expiration of the embargo (e.g., in the seventh year). It is the student's responsibility to make sure a physical copy is available in the library. Husseneder seconded, and the motion passed unopposed.

### **Graduate Faculty: Seven-Year Term**

- Pojman reviewed the proposal for the Council and opened the floor for discussion. Pojman then entertained a motion by Lockridge to approve, Gansle seconded, and the motion passed unopposed.
- The proposal will be discussed with the Faculty Senate and Academic Affairs in the fall.

### **Vice Chair Election**

- Pojman announced the nominees for the new Associate Chair of the Graduate Council, Lockridge and Gansle. Gansle withdrew her nomination, stating that she had previously served.
- Broussard stated that as Chair she would like to request a meeting this summer with the incoming Vice Provost and the new Associate Chair to ascertain expectations and plans for the Graduate Council moving forward. She also said an email from Rodney Goldsmith will go out in mid-July to check everyone's availability for fall meetings so that the meetings can be scheduled before the semester begins. Marchand made a motion to select Lockridge as the new Associate Chair, Gansle seconded, and the motion passed unopposed.

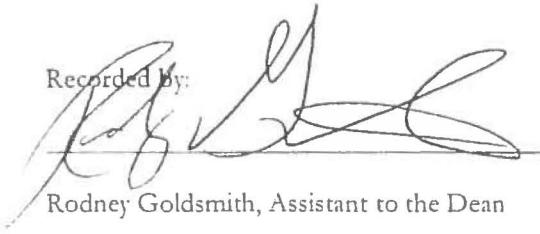
### **Standing Committee Reports**

- Web Page- Adams/Broussard: Broussard mentioned that Dr. Yang's class would be willing to have the Graduate Council as a client again next year. She also highlighted a few of their recommendations, such as an award for an outstanding doctoral student, a reception, and an updated Graduate Council website.
- Promotion/Tenure - Chance: The committee has reviewed a few new hire cases.
- Awards - Page: No Report.
- Graduate Faculty - de Queiroz: There were Affiliate Graduate Faculty nominations emailed to Council Members. He encouraged everyone to submit their votes to Rodney Goldsmith by Thursday, May 17, 2018.
- Bylaws - Massé: The Faculty Senate is having on-going discussions about Graduate Faculty status and reviewing recommendations from the Graduate Council.

**Next Meeting:** To be announced.

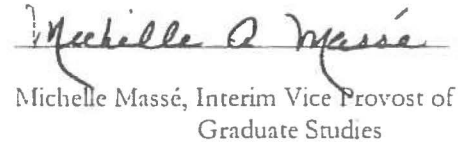
**Meeting Adjourned:** 12:52 pm

Recorded by:



Rodney Goldsmith, Assistant to the Dean

Approved by:



Michelle Massé, Interim Vice Provost of  
Graduate Studies