

Executive Committee  
of the  
Graduate Faculty Council

**MINUTES**

May 16, 2007  
Whetten Graduate Center – Giolas Conference Room  
3:00 P.M.

1. The meeting was called to order. Vice Provost Gregory J. Anderson presided.
2. It was **moved**, seconded, and **passed** without dissent on a voice vote to approve with minor corrections the minutes of the April 4, 2007 meeting.
3. A proposal introduced at an earlier meeting to change the name of the Metallurgy and Materials Engineering Field of Study to Materials Science and Engineering was discussed. L. Achenie met with Mark Aindow to recommend that Aindow discuss the proposal with the leadership of the Institute of Materials Science. Nothing further has been received from Aindow.

It was **moved** (D. Cournoyer) to approve the requested name change pending receipt of written endorsement of the change from the stakeholders (i.e, Harris Marcus, C. S. P. Sung, and Aindow), a copy of which is to be sent to Inerim Dean of Engineering Erling Smith. The motion was seconded (E. Schultz), and it **passed** without dissent on a voice vote.

4. A proposal from the School of Nursing to implement a Doctor of Nursing Practice (D.N.P.) degree program was introduced by J. Henkel. Henkel asked that members read the proposal and forward any comments about it to him. The matter was effectively tabled until this input is received. The proposal will be considered at the September meeting.
5. It was noted that the draft of the Grievance Procedure for Graduate Students and Post-Doctoral Fellows needs to be revised to include language concerning allegations filed by faculty members. The rewritten draft document will be considered at the first meeting in the Fall 2007 semester. G. Maxwell recommended that the revised draft be reviewed by the Graduate Programs Committee at the Health Center as well.
6. There was discussion concerning the recent meeting that took place with Jean Main, Director of Financial Aid, concerning the reduced allocation for Summer Work Study funding for graduate students. Committee members W. Abikoff, J. Barnes-Farrell and E. Schultz participated in the meeting. Schultz noted that Main agreed to report to the Executive Committee and to the Graduate Faculty Council on a regular basis. Main also was asked to reconsider the policy governing the allocation of Summer Work Study money for graduate students (e.g., allocate the graduate portion of the money first and use the remaining portion for undergraduates during the academic year. A. Albert noted that faculty should play an important role in setting the priorities in this regard. It was agreed that Main should be invited to a Graduate Faculty Council meeting in the Fall.

Noting a need for greater transparency in this process, D. Cournoyer **moved** that the Graduate School request from the Office of Financial Aid a written explanation (criteria and process) concerning the allocation of federally-funded financial aid among undergraduate and graduate student groups, in particular Summer Work Study funds allocated to graduate students in the Summer. The motion was seconded, and it **passed** without dissent on a voice vote.

7. There was discussion about warning letters sent by the Office of Financial Aid to graduate students who are approaching or who have reached or exceeded the established limit (in terms of course credits) of financial aid eligibility for their particular degree program. J. Henkel explained that each limit is set as 150% of the basic credit requirement of the particular degree program. J. Barnes-Farrell detailed the experiences of some of her student in this regard.

It was **moved** (J. Barnes-Farrell) to send to Financial Aid a revision of the warning letter drafted by J. Henkel that would convey the same message to affected graduate students without alarming them unnecessarily. The motion was seconded, and it **passed** without dissent on a voice vote.

8. G. Anderson spoke briefly about revisiting in the near future the algorithms used for allocating pre-doctoral funding.
9. G. Anderson noted that he has been charged by the Provost to devise a Strategic Plan for the Graduate School. He identified the paragraph that is included in the newly-written Strategic Plan for the University as a place to begin. Anderson asked for volunteers to work on a draft. A. Albert and D. Cournoyer agreed to do so.
10. There was brief discussion about tuition and grant-supported research graduate assistantships.
11. There was brief discussion about the setting of stipend rates for Graduate Assistants.
12. G. Anderson discussed about the most recent graduate school standings reported by *U.S. News and World Report*.
13. The meeting was adjourned.

*Present:* W. Abikoff, L. Achenie, A. Albert, J. Barnes-Farrell, J. G. Clifford, D. Cournoyer, M. A. Doyle, E. Schultz, G. Anderson (*Vice Provost*), J. Henkel (*Associate Vice Provost*), G. Maxwell (*Associate Dean*)

*Regrets:* T. Peters

Respectfully submitted,

Thomas B. Peters  
Program Director