

Executive Committee
of the
Graduate Faculty Council

MINUTES

October 4, 2006
Whetten Graduate Center – Giolas Conference Room
3:00 P.M.

1. The meeting was called to order at 3:03 P.M. Vice Provost Gregory J. Anderson presided.
2. It was **moved**, seconded, and **passed** without dissent on a voice vote to approve as distributed the minutes of the September 6, 2006 meeting.
3. It was **moved**, seconded, and **passed** without dissent on a voice vote to approve the list of Plans of Study and Dissertation Proposals.
4. G. Anderson spoke briefly about the newly-implemented academic program approval process.
5. J. Henkel distributed copies of revisions to the proposal to implement a Ph.D. Area of Concentration to be called *Occupational and Environmental Health Sciences* under Field of Study *Public Health*. The proposal was discussed initially and tabled automatically at the 9/6/06 meeting. It was **moved**, seconded, and **passed** without dissent on a voice vote **to remove the proposal from the table**.

The several revisions were identified and discussed. The question was called on the original **motion to approve** the proposal. The motion **passed** without dissent on a voice vote. J. Henkel will forward the approved proposal, as revised, to the Provost.

6. The proposal to implement post-master's Graduate Certificate tracks in Nursing was discussed initially at the 9/6/06 meeting and tabled automatically. It was **moved**, seconded, and **passed** without dissent on a voice vote **to remove the proposal from the table**.

J. Henkel distributed copies of revisions to the proposal. The revisions were identified and discussed. He noted that the tracks are flexible in terms of the courses and credits to be completed by individual students. Not all students would take all of the courses. The tracks are designed to meet the retraining needs of practicing nurses.

The question was called on the original **motion to approve** the proposal. The motion **passed** without dissent on a voice vote. J. Henkel will forward the approved proposal, as revised, to the Provost.

7. A proposal from the Department of Natural Resources Management and Engineering was introduced for consideration. The proposal recommends changing the name of Field of Study *Natural Resources: Land, Water, and Air* to *Natural Resources*. The proposal was discussed.

E. Pagoulatos **moved** that additional information concerning the proposal be requested. The motion was seconded and it **passed** without dissent on a voice vote. J. Henkel will request the information and report at a future meeting when it is received.

8. Members discussed a recent inquiry about the scheduling of the final examination in a particular degree program *vis-à-vis* degree conferral dates. It was agreed that the final examination for a degree must be completed in full by the student on or before the date of conferral of the student's degree.
9. J. Henkel updated the group concerning ongoing preparation for the NRC assessments of doctoral programs. He indicated that the process will be getting underway soon. There was discussion about the faculty questionnaire and the importance of having a very high submission rate. It was agreed that running return-rate percentages for faculty in the various NRC assessment areas will be provided. It will be important to encourage non-responders

to submit their completed questionnaires as the deadline approaches. The sections of the questionnaire for which the Graduate School can provide data will be pre-populated to make the task easier for individual faculty members.

10. T. Peters provided an update concerning the Best Practices project. He indicated that the Web design for the database is being enhanced to integrate it more completely with the Graduate School Web site. Data entry will begin when the design work is completed.
11. J. Henkel spoke Graduate School recruitment initiatives, including a new soon-to-be-released brochure.
12. It was **moved**, seconded, and **passed** on a voice vote to call a meeting of the Graduate Faculty Council for October 18, 2006 from 3:00 to 5:00 PM.
13. There were several updates and announcements.
14. Adjournment was at 4:40 PM.

Present: W. Abikoff, L. Achenie, J. Barnes-Farrell, J. G. Clifford, D. Cournoyer, J. Marsden, E. Pagoulatos, G. Anderson (*Vice Provost*), J. Henkel (*Associate Vice Provost*), G. Maxwell (*Associate Dean*), and T. Peters (*Program Director*)

Regrets: L. Strausbaugh

Respectfully submitted,

Thomas B. Peters
Program Director