

Executive Committee  
of the  
Graduate Faculty Council

**MINUTES**

October 1, 2008  
Whetten Graduate Center – Giolas Conference Room  
3:00 PM

1. The meeting was called to order at 3:06 P.M. Interim Vice President Suman Singha presided.
2. The minutes of the September 3, 2008 meeting were considered. There was discussion concerning item 13. It was agreed that this item should be modified to read as follows:

There was discussion of the proposal to modify the By-Laws of the Graduate School that has been forwarded to the President and Provost. Further consideration of how to proceed with the proposal was deferred to give Vice President Singha an opportunity to review it.

It was **moved**, seconded, and **passed** without dissent on a voice vote to approve the minutes of the September 3<sup>rd</sup> meeting with the modification noted above.

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. Members considered a request from the School of Social Work to approve the use of Satisfactory/Unsatisfactory (S/U) grading for SSW 6451 – Dissertation Preparation Seminar. It was **moved**, seconded, and **passed** without dissent on a voice vote to approve the request.

As a result of general discussion on the topic of S/U grading, it was agreed that the sentence “*An exception might occur for a student needing a letter grade for transfer to another institution.*” is to be deleted from the *Graduate Catalog* (2008-2009 *Graduate Catalog*, page 26, second column).

5. There was discussion about acknowledging David Cournoyer’s service to the Graduate Faculty Council and to the Executive Committee. Cournoyer elected to retire from the University after serving recently as Interim Dean of the School of Social Work. W. Abikoff agreed to write a resolution for the Committee to consider. It was **moved**, seconded, and **passed** on a voice vote **to table** this matter until the resolution is ready for consideration.
6. Members considered a request from the Health Center to lift a sanction imposed by the GFC Executive Committee in April 2003 in response to a case of confirmed scientific misconduct on the part of a member of the Graduate Faculty. L. Klobutcher provided background information. Following discussion, it was concluded that consideration of this matter will be deferred until the faculty member’s department submits a written recommendation to the Executive Committee.
7. Catherine Ross was present to speak about recent activities and accomplishments of the International Teaching Assistant Program (ITAP). Topics addressed in her presentation included:
  - English language testing (became mandatory for international TAs in 1998)
  - Cultural adjustments for international TAs
  - Cross-cultural issues in the classroom
  - Individual language tutorials.

Ross responded to questions.

8. S. Singha discussed with members several matters related to the budget. Topics included among others:

- Changes in accounting procedures for the Doctoral Student Travel Program
- Changes in accounting procedures for the Faculty Small and Large Grant Programs to align the disbursement of money with fiscal years
- Graduate assistantship appointments
- Cultivating external sources of support for graduate students and graduate fellowships.

Singha stressed that students who are making acceptable progress toward the completion of degree requirements will not be adversely impacted by the procedural changes referred to above. He noted also that there will be no adverse impact resulting from the alignment of Faculty Small and Large Grant disbursements with fiscal years.

9. J. Henkel introduced for action at the November meeting an application from the Department of Educational Leadership to modify the Ed.D. program. There was brief discussion.
10. J. Henkel introduced for action at the November meeting an application to implement an integrated B.A./M.A. program in Music Education. The application was discussed.
11. It was agreed that a meeting of the Graduate Faculty Council will be called for October 15, 2008. The major agenda item for this meeting will be a discussion of budgetary and related matters. A list of FAQs will be prepared to guide this discussion.
12. Adjournment was at 5:25 PM.

*Present:* W. Abikoff, M. Aindow, A. Albert, J. Barnes-Farrell, J. G. Clifford, S. De Guise, M. A. Doyle, J. Marsden, E. Schultz, S. Singha (*Interim Vice President*), J. Henkel (*Associate Vice Provost*), L. Klobutcher (*Associate Dean*), and T. Peters (*Program Director*)

Respectfully submitted,

*Thomas B. Peters*

Program Director