Graduate Council Agenda

March 17, 2021

Attendance: Dr. Kim Chappell, Dr. Phillip Olt, Dr. Brent Goertzen, Ms. Rhoda Weimer, Mr. Brett Bieberle, Dr. Kim Perez, Dr. Valerie Yu, Dr. Dharma Jairam, Dr. Gary Anderson, Dr. David Fitzhugh, Dr. Scott Robson, Dr. Pauline Scott, Dr. Paul Faber, Dr. Karmen Porter, Dr. Elliot Isom, Dr. Janelle Harding

Absent: Mr. Glen McNeil, Ms. Misty Koonse, Dr. Eric Gillock, Dr. Tom Schafer, Ms. Linda Ganstrom, Dr. Suzanne Becking, Dr. Brooke Moore, Dr. Candace Mehaffey-Kultgen

Guest: Ms. Leslie Paige (representing OSSP)

Meeting Start 3:02pm

Thanks to Dr. Kim Chappell for agreeing to chair this meeting.

Information:

1. Glen is out of the office until next week and not readily available for today’s meeting.  He is available via email each day but his responses may be slower than normal.
2. Please have patience with Workday. The Graduate School is short staffed and working as hard and efficiently as possible.

*Currently, the Graduate Advising worklet is not working properly. It can show the advisor having 5000+ advisees and not an easy way of finding a particular advisee. From Patti Griffin:* *Everyone should verify the worklet again. Check that it runs and matches their cohort assignment. If there are issues with the cohort assignment, please speak with your chair about the assignments and the chair can clarify with Dr. Tim Crowley and Dr. Patricia Griffin.  If the worklet does not match your cohort, please reach out to WRAP at 4981.*

1. Information on GTA Resignation (see attachment).  If you have feedback, send it directly to Glen. *Background Information: The Graduate School has held discussions internally regarding when graduate assistants resign from their position and allow them to keep the tuition assistance or it needs to be paid back. What the Graduate School has decided is that prorating the assistance is the fairest option available based on the contract and for the students. O****ne correction from the meeting*** *is that this policy will be based on tuition assistance that is provided by the Graduate School for all GTA’s and a select number of GRA’s,* ***as well as all graduate assistant positions that receive the in-state waiver****.* ***This covers all GTA’s, GRA’s and GA’s that receive the in-state waiver****. For example, if a GA leaves in the middle of the semester they would responsible for the original amount for tuition at the in-state rate and the prorated amount remaining of the out-of-state rate (If the in-state tuition was $3000, and out-of-state was $4000, and the student leaves halfway through the semester, the student would be responsible for $3500. The exact amount would be determined by Student Fiscal Services.). If a GA or GRA receives a tuition assistance scholarship from a department or college, the student will need to follow the policy of the issuing department if it needs to be repaid or not.*

*The last paragraph of the attachment refers to requests from departments wanting to keep graduate assistants when the student is leaving campus (e.g. internships, moving away for a job, or life situation). We are outlining the process of what would be required to make the student a “virtual” GTA. This is to allow departments and programs the flexibility to keep graduate assistants if they believe a student can do the work remotely. It is at the department and program level if this option is available to a student. One important part of this information is that international students are not eligible for this position/exemption per federal guidelines.*

1. Graduate School new staff member is Shianne Clark.  She will begin her duties on April 5th. *Background Information: One of our staff members has left the Graduate School at the beginning of March. We received permission to do an emergency hire and we were able to bring back Shianne Clark. She was a student employee in our office before she graduated in May 2020. We are shorthanded until she arrives and is trained up, so we are asking for your patience with our staff and office.*
2. OSSP Will be moving to across the hall from the Graduate School Office in the fall.

*Background Information: Once AACE moves into the Student Success Center we will have OSSP moved into their office. The current plans are that they will share the office with another department, but we are unsure of who at this point. The current expectation is when the new building is completed this summer, and then we will get approval to move OSSP over. We are expecting it to be done before the fall semester begins, but that timing is flexible.*

Agenda:

1. Curriculum Committee Report
   1. Course Approvals
      1. TESS 882 The Effective Teacher

The Curriculum Committee tabled this course originally since it was difficult to determine in the documentation material that the course was at graduate level. The authors were contacted and the material was revised. The syllabus still needs to be revised for clarity. The committee voted to approve with the following revisions.

* + - 1. Update course objectives-They need to more accurately align in course assignments/assessments.

1. Rubrics need to be revised to reflect graduate level work. Example-Student turned work in on time, met word count. This is not at graduate level.

Dr. Valerie Yu motions to approve the course with the adjustments mentioned being made.

Dr Kim Perez Seconded.

Motion is approved 17-0, one non-voting member present.

Question from Dr. Phillip Olt- Was HESA 820 approved since it is not being presented to Graduate Council?

Answer from Dr. Chappell-This was a minor change and does not need to be sent to Graduate Council and was approved.

1. OSSP Report
   1. Misty on Grants (presented by Ms. Leslie Paige)

Currently, the FY21  Grant report is 51 submissions = $6.9 million to date

(last year 26 submissions by this date) and $762,000 in awards so far

(others are being awarded but not official yet).

* 1. Leslie on current research projects

All SACAD submissions are due 4/1. If you are interested in being a judge please reach out to Ms. Leslie Paige to volunteer.

If you participated in the Speed Networking Event, grant requests are due 4/1.

The Outstanding Undergraduate Scholar Nominations are due 4/1.

The John Heinrichs Outstanding Undergraduate Research Mentor nominations are due 5/1.

1. Workday Questions and Answers
   1. Please contact the Graduate School for any questions.
2. Scott with information on the awards for spring

*Background Information: The nominations for Outstanding Graduate Advisor, Outstanding Graduate Teaching Assistant, Outstanding Thesis/Field Study, and Outstanding Research and Creative Activity are currently open. The survey links have been sent to all graduate faculty, and the link for Graduate Advisor has been sent to all graduate students. The link is being posted in Student Announcements for Graduate Advisor, and Tiger Daily for all the links. The deadline is April 19th. The Award Committee is currently working to create grading scales for each award since this is the first year we are doing this. The Awards Committee is Dr. Todd Moore–WCSTM, Dr. Robert Moody–COE, Dr. Qiang Li – HBS, Dr. Jian Sun-AHSS, and Dr. Candace M. Mehaffey-Kultgen-RCBE. If you have any questions about the awards please reach out to Scott Sakraida at* [*scssakraida@fhsu.edu*](mailto:scssakraida@fhsu.edu)*.*

1. From the floor

Meeting end 3:23pm