

Graduate Council Minutes

September 22, 2009

Dr. Bressette called the meeting to order at 11:03 am. In attendance were Dr. Clement, Dr. Jory, Dr. P Englis, Dr. Tapia, Ms. Harrington, Ms. Mercer, Dean B. Kennedy, Dr. Kurz, Dr. J. McDowell, Ms. Willingham, Ms. Voccio, Ms. Bosarge and Ms. Tennant.

The minutes from the March 24, 2009 meeting were approved.

There was no old business.

New Business

Summer School Calendar: Dr. Bressette stated that currently there are 15 start/stop dates on the calendar for summer school. He asked for suggestions on how to work out a framework for the blocks. We need to be able to verify attendance, establish drop dates, payment due dates and refund dates for each block as well as define the grade entry due dates.

The graduate education calendar is built around when students are on campus. There are concerns with classes (non-travel) starting the week before the scheduled summer start date. Financial Aid refunds are more complicated with multiple start/end dates. Dr. Kurz indicated that ESOL may be an issue. It's a 5 week block but not all the classes start and end on the same day. Graduate students take all ESOL classes (all 3) but the undergraduate students only take the last two weeks (when they go to the school). Dr. McDowell asked if the institute has its own start/stop dates. Most graduate education courses adhere to the current Block A and D six weeks but the Institute is a challenge. It was requested that the schools review their summer calendar with the hopes that there can be fewer start/stop dates while still maintaining the necessary programs.

Graduate Assistant hours: Graduate Assistants take 6 hours with additional hours being paid by the student. Assistant Coaches are not staff. They are listed and paid as students. In the past they were allowed to take 9 hours. Assistant coaches will be allowed to take 9 hours for the current year to allow time to work out the new system. New graduate assistants come out of the departmental budgets, coaches are funded out of another pool. It's important that coaches be admitted as students before applying for graduate assistantships. A subcommittee continues to work on resolving this issue. The subcommittee was also requested to review whether grad assistants can work more than 20 hours a week. The recommendation will come to the Graduate Council.

Note: Students on Leave of Absence are not eligible to live on campus or be part of the work program.

Charter School of Education and Human Sciences: Dr. Kurz discussed the Student Alert Referral Form. Currently there is an on-line referral form for undergraduates that goes directly to Dean Heida and Dr. Bressette. The Graduate Studies offices would like to mirror that form but have it specifically for graduate students to include the dean as well as Ms. Willingham and Ms. Mercer. Dr. McDowell feels the faculty will use this form.

This would create an e-mail, be easy to file and be useful for accreditation purposes. Dr. Englis suggested that Dean Heida may need to be copied on this form as Dean of Students. This would be a central depository for all graduate students.

Dr. Bressette will look at what will work. Can they separate the two schools? Ms. Bosarge indicated the alert form needs to distinguish between older students handling personal issue and academic/financial issues which are the main targets.

Dean Kennedy stated that the tailoring approach per student needs to be treated with great delicacy. Individuals need to know when to act directly.

Announcements:

The Federal Government has approved the FA petition to offer the Teach Grant beginning fall 2010. At the graduate level, this will completely pay tuition. The only major not high need is History. The student must in 4 of 8 years teach in a low income school. It is felt this will bring a lot of students into the program. In order to qualify students must have an UG GPA of at least 3.25 and maintain a 3.25 in the program. Students will be expected to sign a contract. If not complying the money will become a loan to be paid back.

Dean Kennedy stated that it is important that at the undergraduate level we need to make sure the students understand the program, specifically that if they do not comply with the requirements the money converts to a loan retroactively. He stated we should not offer this grant to the undergraduates until they are admitted to the teacher education program.

Graduate Catalog: Dr. Bressette reminded the council that this is the year for a new catalog. Everything must be ready by April 2010.

Meeting adjourned at 12:00 noon.

Acting Chair: Andrew Bressette

Secretary: Linda Tennant