

University Graduate and Professional Committee
2003-2004
Minutes for September 14, 2004

Members present: Mary Cairty, Mary Cline, Nancy Hogan, Liza Ing, Paul Kammerdiner, Bob Loesch, Elsie Lovsted, Tom Oldfield, John Schmidt

Members unexcused: Stephen Jakubowski

Previous Business:

The Council has received notice that Ferris has submitted the application and registration fee for the Council of Graduate Schools. Tom Oldfield is to check with Gina on what the next step is. Do we get a password? Bob Loesch mentioned that the Council of Graduate Schools has a publication. This month's issue dealt with retention rates in graduate schools.

The draft University Graduate Policy and Formatting has been forwarded to the VPAA's office. Dr. Harris would like to meet with the committee. This has scheduled for **Thursday, October 14, 2004 at 11 am in BIS 603.**

New Business:

- a. New members were welcomed. An opening remains for OPT and the AL position. It was suggested that the AL be filled with someone from the Graduate Programs from Business. An email was sent to all business graduate faculty and Rick Mislan graciously accepted to fill the vacant seat.
- b. Election of the Chair. Bob Loesch moved to elect Nancy Hogan for chair. This was seconded by Mary Cairty and Mary Cline. All approved and Nancy accepted.
- c. Scheduling meeting times. Everyone submitted their schedules. It appears that the 2nd Tuesday of every month is the first choice, and the second choice is on Thursday at 11 am. **Thus, the tentative meeting schedule will be: Tuesday, October 12, 2004, Thursday, October 14th (meeting with Dr. Harris), Tuesday, November 9, Tuesday December 14th.**
- d. To prevent any overlap or extra paperwork, it was suggested that a meeting take place with Chuck Drake, chair of the UCC. An email has been sent asking him to attend a meeting.
- e. The objectives of this year were discussed and members were asked to prioritize the list.
 1. approval of the University Graduate and Formatting Policy
 2. Creation of a form for the UCC approval process
 3. Creation of application for graduate faculty status
 4. Registrar issues (grading—I, IP graduate level, continuing credit
 5. ATC approving graduate programs without Senate/UGPC input
 6. Faculty load (AAUP)

7. Thesis/culminating experience compensation
8. Graduate Assistantship funding
9. Changing current graduate research project assistant policy

Meeting adjourned: 11:45 am

Next Meeting: October 12, 2004—BIS 525.

Respectfully submitted,

Nancy Hogan