

## Minutes of the Graduate Council Meeting held on October 26, 2011

**Present:** *Chair:* Caramello; *Members:* Bob Anderson, David Cronrath, Susan De La Paz, Psyche Williams-Forsion, Marie Howland, Albert "Pete" Kyle, Chris Laskowski, Mark Leone, Leigh Leslie, George Macready, Ian Mather, Bill McDonough, Rochelle Newman, Foon Sham/Robert Gibson, John Shea, Rob Sprinkle, Bill Strein, Jack Sullivan, Steve Wolniak; *Student Councilors:* Bedford, Wiederoder, Watermeier, Williams; *Ex Officio Councilors:* Popper; *Graduate School Staff:* Hale, Worthington; *Affiliated:* Julie Choe Kim

### ***I. Approval of the Minutes***

Minutes were approved with a request from Councilor De la Paz that future minutes include the policy language being considered when a vote is recorded. The minutes of the meeting of September 28, 2011, accordingly, will be updated to include the Graduate School's Recommendations for the Implementation of Plus/Minus Grading included in the September 26, 2011 memo from Dean Caramello.

Minutes were approved with no dissension.

### ***II. Brief Updates***

#### **1) Associate Dean Popper**

- a) **Graduate Outcomes Assessment (GOA)**—Academic Year (AY) 2010-11 reports to be received November 30, 2011. A campus Graduate Outcomes Assessment Committee comprising representatives from each college has been formed to guide and monitor the graduate outcomes assessment process and its results on an ongoing basis.

#### **2) Dean Caramello**

- a) **Implementation of Plus/Minus Grading for Graduate Students** - Recommendations approved at September 28, 2011 meeting have been forwarded to the Provost and Senate Executive Committee for consideration by the senate on November 9, 2011.
- b) **Graduate School Diversity Advisory Committee** (see attachment #1) has been formed as follow-up to the Graduate School's Diversity Summit held during the summer of 2011. The committee will meet in November and advise the Graduate School on directions for diversity programming, initiatives, and staffing.
- c) **Graduate Assistant Advisory Committee (GAAC)** – Following an election open to all campus Graduate Assistants (~ 4,000 GAs), the GAAC was finalized with a roster of 10 Graduate Assistants, including research, teaching, and administrative assistants. The President of the Graduate School Government will serve as an ex-officio member of the GAAC. The GAAC will meet with Dean Caramello, The Provost, and the Vice President for Administrative Affairs on December 1, 2011.

### **III.) Old Business – Dean Caramello**

- a) **Parental Accommodation for Graduate Assistants** (see attachment #2) – After consultation with the Dean’s Graduate Student Advisory Committee, campus legal office, and the Provost, the recommended guidelines for GA Parental Accommodation have been updated following the previous Council discussion. The guidelines identify parental accommodation as a “best practice”; recommend that accommodation be managed between the GA and department, allowing for flexibility; and outline a course of action if individuals do not feel that their needs are being accommodated.
- b) Bill McDonough moved that the Graduate Assistant Parental Accommodation Guidelines be adopted as outlined in the September 26, 2011 memo and forwarded to the Provost (attachment #2). The motion was seconded and was passed 18-0-1.

### **IV. New Business**

#### **1) Assistant Dean Hale**

- a) **Dean’s Representative on Doctoral Examining Committee** – Councilors had a lengthy discussion regarding current policy on the Dean’s Representative on Doctoral Examining Committees. The main discussion focused on: 1) appropriate qualifications for serving as a Dean’s Representative, including matters pertaining to departmental appointment; 2) the role that the Dean’s Representative should play on the dissertation committee and in the examination, and (3) whether or not the Dean’s Representative should be a voting member of the dissertation committee. Most councilors agreed that it is critical to have an impartial person on the committee to help ensure the dissertation process is followed according to policy and that any issues are promptly reported to the Graduate School.

Discussion ensued regarding the impact that departmental affiliation, knowledge base, and tenure status might have on a Dean’s Representative in mitigating and reporting conflict on a dissertation committee. The current policy, requiring the Dean’s Representative to be from a different department, reduces the population of faculty available to serve in this role. Many issues were discussed that have bearing on this policy, including college consolidation, tenure status, affiliation, and expertise.

It was decided that an ad hoc committee of councilors be formed to examine this issue and forward recommendations to the Graduate Council for review. The committee will include councilors (please send email to [kworthin@umd.edu](mailto:kworthin@umd.edu) if you would like to serve on this committee), doctoral candidates, and a representative from the Graduate School. This committee will also look at best practices at other institutions.

### **V. Topics for Future Meetings – Dean Caramello**

- a) Future meeting items will include Graduate School diversity initiatives and recommendations from the Task Forces on Writing for Graduate Students and RCR and Scholarly Ethics.

There being no other business, the meeting was adjourned at 11:30 a.m.



THE GRADUATE SCHOOL  
*Office of the Dean*

2125 Lee Building  
College Park, Maryland 20742-5121  
301.405.0358 TEL 301.314.9305 FAX

**Graduate School Diversity Advisory Committee  
AY 2011-2012 as of 10/27/11**

Members

James Butler III, Assistant Professor, Behavioral & Community Health

Alex Chen, Associate Professor, Urban Studies and Planning

Tita Chico, Associate Professor, English; Associate Dean, The Graduate School

Colleen M. Farmer, Assistant Dean, School of Public Health

Sylvester James Gates, Jr, Professor, Physics

David Mayo, Doctoral Student, Aerospace Engineering

Lawrence R. Sita, Professor, Chemistry and Biochemistry

Saul Sosnowski, Professor, Languages, Literatures, and Cultures

Robert E. Steele, Director, David C. Driskell Center

Robert E. Waters, Jr., Associate VP & Spec Assistant to President, Office of VP for Academic Affairs & Provost

Psyche A. Williams-Forson, Associate Professor, American Studies

Graduate School:

Charles Caramello, Dean of the Graduate School

Cindi Hale, Asstant Dean, Chief of Staff

Shaundra Myers, Postdoctoral Associate in Graduate Education Administration



Parental  
Accommodation 9.26.