

Minutes of the Graduate Council Meeting held on November 30, 2011

Present: *Chair:* Caramello; *Members:* Bob Anderson, Elizabeth Beise, David Cronrath, Ian Mather, Kalyani Chadha, Kari Kraus, Albert Kyle, Chris Laskowski, Mark Leone, George Macready, Bill McDonough, Rochelle Newman, Foon Sham, John Shea, Bob Sprinkle, Bill Strein, Psyche Williams-Forsen, Elisabeth Smela, Jack Sullivan, Bill Strein, Steve Wolniak; *Student Councilors:* Anna Bedford, Ethan Watermeier, Mike Wiederoder; *Ex Officio Councilors:* Arthur Popper; *Graduate School Staff:* Cynthia Hale, Justin Mahar, Shaun Myers, Joe Williams, Kathy Worthington; *Affiliated:* Barbara Finkelstein

I. Approval of the Minutes

Minutes of the October 26, 2011 meeting were approved with no dissension.

II. Graduate School Diversity Program

Dean Caramello and Assistant Dean Hale reviewed Graduate School application, admission and enrollment data for Fall 2011. Councilors expressed some concern about an apparent “flat line” in Graduate School application and admission numbers over the last few years. Assistant Dean Hale noted that this appeared to be a national trend and was a point of discussion at the recent Council of Graduate School’s national conference. The economy and weak job market were cited as factors in affecting number of domestic applications for graduate schools across the nation.

Discussion ensued regarding the recruitment of students from underrepresented minorities (URM), including Hispanics and African Americans, as well as women in STEM fields. Retention data was reviewed and councilors discussed successful minority recruiting and retention efforts in their colleges and the importance of effectively evaluating recruitment and retention efforts. Various methods of evaluation were discussed, including quantitative and qualitative data (such as focus groups with students and faculty from URM groups). Councilors expressed the importance of qualitative data in the evaluation process as a means of obtaining a better understanding of how effective strategies may differ across URM groups.

III. Writing for Graduate Students

Associate Dean Popper reported on the status of recommendations included in the Writing for Graduate Students Task Force report that was submitted in Summer 2011. The task force was charged with recommending a plan that would expand and enhance existing graduate writing resources to help improve the quality of writing for graduate students.

The report made several recommendations, including development of a web page by the Graduate School to assist graduate students with locating writing resources on/off campus; development of discipline-specific writing programs by colleges, and development of a writing center for graduate students.

Associate Dean Popper reported that the Graduate School is in the process of developing a writing resource webpage for graduate students that will go live in March 2012. In addition, the Graduate School has expanded and more widely publicized its English Editing for International Graduate Students (EEIGS) program, which utilizes senior volunteers and former professors to assist international graduate students with editing of dissertation materials.

IV. Responsible Conduct of Research and Scholarly Ethics (RCR)

Associate Dean Popper reported on the status of the Responsible Conduct of Research (RCR), Scholarly Integrity (SI), and Professional Ethics (PE) Task Force report that was also submitted in Summer 2011. The task force identified gaps in RCR training on campus, and proposed a model for broadening the reach and impact of discipline-specific initiatives by requesting each college dean to appoint a faculty member to address RCR issues in the college, including organizing, coordinating, and evaluating RCR/SI/PE training. A Graduate School Associate Dean would facilitate communication and joint initiatives among this group.

V. *Committees on Deans Representative and Certificate Programs*

Dean Caramello appointed two ad hoc committees to review issues raised by the Graduate Council at the October meeting regarding 1) the role of Deans Representatives on Dissertation Exams and 2) the management of Graduate Certificate programs on campus. The committees will be chaired by Ian Mather and Jack Sullivan respectively. Preliminary reports will be given at the February 22, 2012 Council meeting

There being no other business, the meeting was adjourned at 11:45 a.m.