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# University of Northern Iowa Graduate Council Minutes, September 26, 1996

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# UNI Graduate Council Minutes #855

September 26, 1996

Present: Bankston, Chao, Crew, Dedrick, East, Hageman, V. Jackson, Kirmani, Osman, Raiklin, Safford, Somervill, Stefanich, Walker

Absent: Decker

Visitors: Curtiss Hanson, Duane Bartak (Chemistry)

East moved that Minutes #854 be approved as published. Motion was seconded and passed.

Somervill said that he had requested names of student representatives for the Graduate Dean's Student Advisory Committee and should have them by the next meeting. As soon as that committee meets, representatives to the Council will be chosen. Somervill said that Hesse is going to be assigned to computer responsibilities within the Graduate College so he is seeking a senior level undergraduate student to take over her Council responsibilities. An alternative would be to have one of the Council members take minutes and prepare them for distribution. Jackson noted that continuity might be lost if a student is hired. Hageman moved to have Somervill hire a student. Motion was seconded and passed.

Somervill distributed enrollment data and said that this was information provided by the Registrar and compiled by him and emphasized that it is not an official University document. He noted that the ICN enrollment is not included and that the discipline influences the size of enrollment. He said that he is contacting the department heads for low enrollment programs and noted that the ICN may be one way of boosting course enrollment. Stefanich suggested possibly consolidating programs in Curriculum and Instruction to make it easier to present data and justify programs. Somervill said that would make data clearer to reporting bodies.

Walker reminded the Council that two members from the Council need to be appointed to the Distinguished Scholar Committee. Walker reported that MAGS has moved the date for submission of our nomination for their Outstanding Thesis Award from November 15 to November 8 so he suggested that the Council accept the report from the Committee rather than having to act upon the Committee's recommendation between meetings. He noted that the Committee is usually made up of the Council Chair, Vice-Chair and Graduate Faculty Chair. Stefanich asked to be excused from the thesis selection committee. A replacement will be named.

Somervill requested a committee be formed to analyze low enrollment programs and make recommendations regarding what enrollment means for each program. He said that the committee should consult with the heads and coordinators of programs which

appear to have low enrollment and determine what the enrollment picture is from the department's standpoint. He wants an in-depth analysis of costs versus enrollment using both qualitative and quantitative data. East moved that such a committee be formed to present a report and recommendations to the Council regarding low enrollment programs, looking at the points discussed. Crew will consult with the deans for nominations. Somervill asked that Council members consider who should be nominated. Hanson asked why Somervill was requesting this? Somervill replied that he would like to get internal feedback on a number of factors which influence the continuance of programs and the allocation of resources as well as provide information for defending programs. He would like to have the committee report by the end of the semester. Safford said that this would put faculty in the position of recommending deletion of colleagues' programs and that should be an administrator's job. Kirmani said that we could have the committee identify programs without making recommendations. Somervill asked that a friendly amendment be added to the motion to have the committee be representative of all colleges. This was approved.

Somervill said that UNI is one of a very few institutions with a set Graduate Assistant stipend across programs. One problem this causes is that grant writers cannot seek higher compensation for their assistants. He said that \$6,000 is not competitive in some fields. He said that the stipend could not be variable within a department, but could be between departments. He noted that it is very unlikely that additional stipend funds would be allocated and that he is committed to the current departmental allocations for another two years but departments could have more flexibility in how they use the funds they are allocated. Somervill asked that a committee be appointed to report to him, since he administers the budget, to look at this issue in light of the given restrictions. Stefanich said maybe the Council as a whole could discuss this. East said that Crew could send an announcement to department heads and coordinators and then have an open forum. Somervill said that a range could be established and each department could determine what the stipend level will be for their programs.

Council members are to e-mail Crew their suggestions for the content of the reports from the premier programs. These will be summarized and discussed at the next meeting. Criteria should emerge so that the programs can be evaluated at the end of the five years.

E-mail suggestions for topics for the Graduate Faculty meeting to Stefanich.

Crew said that Shields will report on the guidebook for the curricular process at a future meeting.

Crew reminded Council members that they need to submit to Hesse the name of their alternate, in writing, in order for the alternate to be able to vote on Council matters. Following is a listing of designated (voting) alternates: Graduate Council Member

Paul Chao  
Ernest Raiklin

Philip East  
Syed Kirmani  
Robert Decker  
Charles Dedrick  
Carlin Hageman  
Ronnie Bankston  
Keith Crew  
Augustine Osman  
Greg Stefanich

Alternate

Geoffrey Mills  
Gaylon Halverson  
Eugene Wallingford  
Ali Kashef  
Carmen Montecinos  
Karen Mitchell  
Norris Durham  
Andrew Gilpin  
Dale Johnson/Marvin Heller

East moved to adjourn. Motion was seconded and passed. Meeting adjourned at 5:00 p.m.

Respectfully submitted,

Mary Ann Hesse  
Secretary

Next meeting will be October 10, 1996 at 3:30 p.m. in Seerley 3