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# University of Northern Iowa Graduate Council Minutes, October 26, 1995

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# UNI Graduate Council Minutes #845

October 26, 1995

Present: Chao, Crew, Dungan, East, Heller (for Ishler), R. Martin (for Quirk), Meeker, Raiklin, Rose (for Safford), Shields, Somervill, Walker, Yohe

Absent: Decker, Fahmy, Hageman, V. Jackson, Stefanich

Minutes #844 were approved as published.

Crew reminded Council members to send the name of their alternate to the Graduate College.

Somervill said that the patent policy revision was waiting for information from Iowa City and Ames. It won't be ready to bring to the Council until next semester. The misconduct in science document is being written but won't be ready until next semester. The revision of the assistantship system document might be ready for the November 9 meeting. Somervill announced that Dawn Dungan had been re-elected to serve as the master's representative from the Graduate Dean Student Advisory Committee.

Walker reported that there were 11 theses and 4 dissertations submitted for the Outstanding Thesis and Outstanding Dissertation awards. The committees are reviewing them and will report on November 9. There were 7 nominations for the Distinguished Scholar Award. The Committee will report on November 9.

Somervill noted that attendance at the spring awards reception has been very low. He is asking for suggestions of ways to improve participation and/or is thinking of discontinuing it. Shields suggested having a student musical group perform.

Shields distributed a report giving the possible members and charge for the committee writing the graduate curriculum procedures handbook. Somervill said that he believed this would be very helpful as there is a lot of confusion among departments regarding graduate curriculum procedures. If the quality and completeness of curricular submissions can be improved, the Graduate College Curriculum Committee can do its job more efficiently. Crew suggested including examples of good submissions. Shields said the finished document should be distributed to all departments and areas involved in the graduate curricular process. East suggested revising the forms used in the submission of the materials. He also suggested reconsidering policies such as extra work for graduate credit in 100g courses. Somervill said that there are several Council policies which need to be revised, but the purpose of the handbook is to be a guide through the graduate curricular process--to make the process easier. Changing policy is an independent process. Shields said that the committee will report again next semester.

Crew reminded Council members of the Graduate Faculty meeting on Monday, October 30 and asked that they encourage colleagues and graduate students to attend.

Yohe reported that his office is investigating upgrading the phone system and asked that concerns and/or suggestions be sent to him.

East moved to adjourn. Motion was seconded and passed. Meeting adjourned at 4:25 p.m.

Respectfully submitted,

Mary Ann Hesse  
Secretary

Next meeting will be November 9, 1995 at 3:30 p.m. in Seerley 3