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

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# UNI Graduate Council Minutes #837

January 26, 1995

Present: Chao, Clohesy, Crew, Durham, East, Fahmy, Ishler, V. Jackson, Quirk, Safford, Somervill, Walker

Absent: Das, Decker, Lew, Yohe

Visitors: Nancy Marlin (Vice President and Provost); Ahmed ElSawy (Industrial Technology)

Minutes #836 were approved as published.

Somervill said that he would like for each college to elect or appoint a graduate student to serve for an academic year on a Graduate Dean's Student Advisory Committee to meet once a month. That group of graduate students would elect one of their members to attend the Graduate Council meetings as an ex-officio, non-voting member. Fahmy said that he thought the representative should be a voting member of the Council to increase participation. Somervill noted that if the Council decided on this, there would have to be a change in the Graduate Faculty Constitution. Somervill said that this would provide for student input and representation. After discussion, East moved to establish a Graduate Dean's Student Advisory Committee consisting of one master's student from each college and one student from each of the two doctoral programs and to have two of these students, one master's and one doctoral, be representatives to the Graduate Council. Motion was seconded and passed. Quirk moved to present to the Graduate Faculty an amendment to the Graduate Faculty Constitution so that these two student representatives would be voting members of the Graduate Council. Motion was seconded and passed.

Fahmy reported that Decker was unable to attend this meeting but had indicated that the report from the Subcommittee on ICN Graduate Programs was in the final stages and would be presented soon. Crew said that he was waiting for a representative from the College of Education to be appointed before convening the Graduate Faculty Status Committee. Ishler said that she would serve. The committee will be meeting soon.

Somervill said that he has gotten the actual third week enrollment figures from fall semester and has asked department heads to estimate the maximum number of full and part time students which their programs could handle given current resources so he can determine the growth potential for each program. He distributed the data received to date. He hopes to identify which programs want to grow and which programs want to stay the same size and plans on using this information in recruitment. East noted that this will need to be reassessed every few years. Somervill would like to have a more formal recruitment process and so has asked each of the premier programs to develop a recruitment plan. He will provide a small amount of support for recruitment to these

programs. Their plans will then become models for other programs. All programs could benefit because an increase in the applicant pool would lead to an increase in the quality of the applicants. Quirk noted that departments should make sure that students understand what is happening at research institutions for those wanting to continue into doctoral programs in that there are many applicants for a small number of doctoral openings.

Somervill has distributed to department heads and graduate coordinators information which will be required by the NCA in the development of the written procedure for assessment for each program. He and Reinhold Bubser have decided that it would be best to have a separate committee for graduate programs rather than using the same committee as the undergraduate programs.

Somervill said that he would look into obtaining the use of Seerley 3 for Council meetings.

Somervill said that he was planning on awarding plaques honoring the three premier programs during the Graduate College reception which will be held on Thursday, April 20 at 3:30 p.m. in the Georgian Lounge.

Fahmy said that Communication Studies will be making a presentation on February 9 and English on February 23. Communicative Disorders has not yet scheduled their presentation.

Quirk asked what was currently being done regarding disbursement of information on the sexual harassment policy for graduate students and Graduate Assistants in particular. Somervill said that this information is distributed and discussed at the graduate assistant orientation meeting held at the beginning of each fall semester.

Fahmy said that John Longnecker had contacted him regarding a Graduate Council representative to serve on the Regent's Faculty Excellence Award Committee. Quirk nominated East. Durham moved that nominations cease and that a unanimous ballot be cast for East to serve as the Council's representative. Motion was seconded and passed.

Fahmy asked for volunteers to serve as chair of the Graduate College Curriculum Committee. Since there were none, it was decided to discuss this at the planning meeting and to make an appointment at the next meeting.

Items to be publicized include the formation of the Graduate Dean's Student Advisory Committee.

Durham moved to adjourn. Motion was seconded and passed. Meeting adjourned at 4:45 p.m.

Respectfully submitted,

Mary Ann Hesse  
Secretary

Next meeting will be February 9, 1995 at 3:30 p.m. Place to be announced