

UNIVERSITY OF ARKANSAS AT LITTLE ROCK
Graduate Council Minutes
August 31, 2011

Members Present: David McAlpine, Angela Hunter, Karen Kuralt, Roger Dorsey, David Dearman, Sung-Kwan Kim, Betty Wood, Amanda Nolen, Chyrle Cantrell, Yupo Chan, Kenji Yoshigoe, Liz Pierce, Maureen James, Julien Mirivel, Lillie Wichinsky, Lirong Zeng, Marc Seigar, Aleisa Liles, Michael Bauer

Members Absent: Stacy Moak, Dan Sweeney

Others Members Present: Paladino, Lewis, Pellicane, Beachler

Meeting called to order at 3:02 p.m. by David McAlpine.

Introductions

Charge - Dr. McAlpine presented the Charge to the Graduate Council.

Election of Officers

Betty Wood nominated Amanda Nolen for Chair.
Dr. Nolen was elected by acclaim and took over chairing the mtg.

Betty Wood nominated David McAlpine for Vice Chair.
Dr. McAlpine was elected by acclaim.

David Dearman nominated Karen Kuralt for curriculum sub-committee chair.
Dr. Kuralt was elected by acclaim.

David McAlpine nominated Angela Hunter for personnel sub-committee chair.
Dr. Hunter was elected by acclaim.

Sub-Committees

Dave McAlpine distributed sign-up sheets for council members to select the sub-committee on which they will serve.

Dr. Kuralt and Dr. Hunter explained the business of their committees so members could make an informed choice for their service.

Old Business:

Dave McAlpine gave a brief overview of the CLG conference. He voiced his disappointment that the graduate school was not included in most of the discussions. Liz Pierce echoed his sentiments.

New Business:

Meeting Dates were established for this semester: Every other Wednesday at 3:00 p.m.

Comments:

Amanda Nolen thanked the members for serving this year, and is humbled to follow in Dr. Jennings footsteps. She asked the members to be visible in their colleges and be a voice for graduate education in their colleges.

Dean Pellicane expressed his gratitude to members of the Graduate Council for agreeing to serve. He provided updates on the following matters:

- Over the summer he revised some of the policies passed by the GC last year into official language for the Provost's website. Pellicane asked members to review the policies on-line and become familiar with them
- The process to get health insurance for doctoral students has begun. Hopefully it will be available by January for the Spring 2012 semester.
- There will be an emphasis on strategic planning this year: across the university, in colleges, and in schools.
- Pellicane also requested that members remind coordinators and students to limit the number of additional signature pages for thesis/dissertations.

Pellicane introduced Larry Beachler, the new IT specialist in the Graduate School, and explained that Larry will generate reports to create a numerical snapshot of graduate education, as was done for research last year.

Pellicane explained some of the planned personnel changes in the GS: an enrollment management coordinator and a student affairs coordinator. Dr. Hunter asked what the Enrollment Management Coordinator would do and Lewis explained the position would be about providing excellent customer service in admissions, recruiting graduate students based on enrollment data, and retaining students once they enrolled.

Lastly, Pellicane asked that members inform their deans, chairs, and colleagues about the policies that GC passes.

As an example he mentioned that when he sent the revised policies around to deans this summer for notification, many of the deans said they didn't know anything about them. He stressed the fact that the Graduate Council was a faculty committee, not an administrative one, and it was the members' responsibility to inform the administrators in their colleges of all actions, as well as the faculty.

Dr. Nolen reminded the council and Dr. Pellicane that any pending action taken by the Graduate Council is sent from the Provost's office to the faculty and the deans within 24 hours of a meeting. Faculty and deans may take advantage of the 10-day comment period to express concerns or objections.

Liz Pierce asked about the administrative withdrawal policy with regards to an international student who had not shown up yet. Lewis suggested that she touch base with OIS about the student.

Lewis mentioned that she and Larry Beachler were working on the Graduate Catalogue and that it was being reorganized by college this year.

Meeting adjourned 3:40 p.m.

Personnel Committee

Chair: Angela Hunter

Betty Wood
Alesa Liles
Michael Bauer
Sung-Kwan Kim
Lirong Zeng
David Dearman
Kenji Yoshigoe
Marc Seigar
Stacy Moak

Curriculum Committee

Chair: Karen Kuralt

Julien Mirivel
Maureen James
Lilian Wichinsky
Chyrle Cantrell
Yupo Chan
Roger Dorsey
Liz Pierce
Dan Sweeney ?
Michael Bauer ?