

**University of Arkansas at Little Rock**  
**Graduate Council Minutes**  
**October 24, 2012**

**Members Present:** Angela Hunter, Roger Dorsey, Amanda Nolen, Maureen James, Marc Seigar, Brian Berry, Yupo Chan, Karen Kuralt, David Dearman, Chyrle Cantrell, Betty Wood, Stacy Moak, Kenji Yoshigoe, Ziting Xu, and Jason Boullie

**Members Absent:** Radu Babiceanu, David McAlpine, Sung-kwan Kim, Tara DeJohn, Lillie Wichinsky, Lirong Zeng, and Amber Sierra

**Others Present:** Shaun Thomas, Patrick Pellicane, Johanna Lewis, and Dana Steele

**Announcements:** The third Provost Candidate Dr. Laurence Alexander will be here. Tomorrow there will be an open meeting from 3:30-4:30 in the SSC Auditorium. Everyone is encouraged to attend.

**Approval of October 10, 2012, minutes**

**New Business:**

**Report of Curriculum Committee:** No business this meeting.

**Report of Personnel Committee:**

*Affiliate Graduate Faculty Status*

Lifeng Lai	Systems Engineering	Doctorate
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Approved.

*Full Graduate Faculty Status*

Israt Tusty ten Bensel	Criminal Justice	Doctorate
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Michael Crow	Public Administration	Doctorate
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Both Approved

**Graduate Faculty Status Policy** – Angela Hunter passed out a draft of the proposed policy.

There was only one additional change the committee would like to make. Under the renewal for Doctoral there needs to be, for clarity sake, a set statement to let them know about the minimum for full (in case they read just this part of the policy). There is also a comment sent in from Karen Wheeler. She suggested that it may need to say that the appeal could go beyond the Dean of the Graduate School up to the Provost.

Discussion opened:

Patrick Pellicane wondered about format and asked about affective date and renewal times.

He also suggested assigning a responsible individual into the policy as well.

Yupo Chan suggested that since the Graduate School maintained the records that it would be logical that they should be monitor.

Angela Hunter stated that it would make sense for it to be the Graduate School Dean.

Patrick Pellicane suggested a section titled definitions be included so that the body of the policy did not have to contain explanations of the terms used. He offered a copy of other policies that had such a section included.

Amanda Nolen listed August 15, 2013 as the start date and should be on document before it goes to senate.

Patrick Pellicane asked what the signature means.

Angela Hunter said is states sign for approval.

Patrick Pellicane asked what it would mean if the dean did not sign at the graduate level? Maybe there should be a check box (yes or no) and that it may be sent back but we would not want there to be a dead end.

Marc Seigar asked if in the college could send in through a college committee?

Angela Hunter said yes.

Amanda Nolen said that colleges can have their own set process and that they can continue.

Yupo Chan asked what about a program that is not in a department, can a program head sign the form?

Angela said that a statement to clarify could be added stating that if a program does not have a chair, the program head can sign.

Marc Seigar made a motion to approved the policy with the proposed changes.

Karen Kuralt seconded it.

All voted. – Approved.

### **Discussion:**

Amanda Nolen moved council out of business so that a discussion on the Appeal Process Policy for Graduate Students could be opened. Discussion – no vote.

#### **Appeal Process Policy for Graduate Students:**

Stacy Moak agreed with the comments that were made on the electronic copy emailed out. She suggested that it may need a paragraph added that would say something like: “if incident involves a graduate student...”

Yupo Chan said that most students look for the paragraph that applies to them.

Stacy Moak suggested more thought is needed on how to make it stand out more...may need an insert

Amanda Nolen stated that inserts are sometimes better.

Angela Hunter commented that both would need to have a statement about items applying to graduate students.....

Patrick Pellicane wanted to remind everyone that issues over the summer sessions make students wait three or more months and that is not a reasonable amount of time to require the student to wait.

Amanda Nolen said that there is no language in the policy to define time so it could happen over the summer session.

Yupo Chan suggested that they could always call the committee but there may not be a quorum available (does not stop it from meeting)

Marc Seigar added as long as the quorum is not questioned.

Stacy Moak suggested that there might need to be a special document on what to do over summer “special proceedings”

Amanda Nolens said it might need language in the charge for the committee that states “August to August”.

Yupo Chan said that if faculty were not on campus when the meeting was called could attend via teleconference

Patrick Pellicane said they must have at least three on the committee attending to review the case.

Amanda Nolen said they have a list of fifteen for the committee to choose from and they have to find at least three who can attend the meeting.

Angela Hunter suggested that maybe the fifteen need to have one substitute each listed.

Patrick Pellicane said that there is most likely over a hundred ways this would work but we don't want to leave students hanging.

Discussions continued

David Dearman suggested creating a sub-committee for review.

Marc Seigar suggested Undergraduate Council be included.

Amanda Nolen said she would contact Undergraduate Council to see if they want to add members to the sub-committee.

**Dean's Report:** No report at this time.

**Associate Dean's Report:** No report at this time.

**Meeting Adjourned:** 3:53