

UA Little Rock Graduate Council
April 10, 2019 3:00 p.m.
Ottenheimer Library, Room 509

Minutes

Members Present:

Annie Childers, Brian Berry, Gail Hughes, Jim Grover, Yupu Chan, Nicole Godfrey, Bryce Jackson-Litteken, Judith Hayn, Donna Rose, Jerry Stevenson, Roger Dorsey, Rebekah White

Members Absent:

Qingfang He, Nawab Ali, Adelene McClenny, Mengjun Xie, Laura Ruhl, Gary Geissler, Sung-Kwan Kim, Trisha Rhodes, Karen Kuralt, Brian Delavan

Others Present:

Dana Steele, Ross Bradley, Bruce Smith, Abhijit Bhattacharyya

Meeting called to order at **3:01 p.m.**

Meeting conducted by Annie Childers.

Old Business

- Approved minutes from March 27, 2019 meeting.

New Business

- **Report of the Curriculum Committee**

- **College of Social Sciences and Communication**

19-1027	ACOM	4326/5326	New Course APPROVED
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- **College of Education and Health Professions**

19-1037	HHPS	4382/5382	Course Change TABLED
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- **College Report of the Policy and Personnel Committee**

- **Graduate Faculty Nominees for Affiliate Status**

- Lydia L. McDonald Doctorate UA Little Rock CEHP
APPROVED
- Terrell Strayhorn Doctorate LeMoyne-Owen College CEHP
APPROVED

Dean's Report

Graduate School faculty has been working hard to put together the Student Research and Creative Works Expo 2019. This event takes places on Thursday, April 18, 2019.

There will be 200 presentations at this event. 150 of the presentations are from undergrad students, and 50 presentations are from graduate students. There were hopes for more, but thankful for the presentations that will be occurring.

During the expo, there will be four college events happening in the Jack Stephens Center at UA Little Rock.

There will be all walks of campus life involved during the expo, such as:

- Nursing
- Theater
- Dance competition
- Virtual reality

There will be a Graduate School table at the event.

This is a pilot event.

High schools students have been invited to the event. Students will come from schools across the state of Arkansas.

10 students ambassadors have been recruited for the event. These individuals were selected by their departments at UA Little Rock.

There will be a trolley service that will be running during the event. **Word of caution:** two trollies may be running at once.

This event will have a convention style feel to it. There will be food, catering, presenters, and visitors on campus.

There was a phenomenal turnout for volunteers this year.

Open Forum

● 509.11 Graduation Requirements Discussion

Revisited language revised in this policy from the previous meeting. Revisions appear bolded in the 509.11 Graduation Requirements Document. After review, the committee made the following suggestions:

- Add headings to break up the document
 - Time Limits (Heading #1)
 - Leave of Absence (Heading #2)
 - Time Extension (Heading #3)

- Readmission (Heading #4)

After making these suggestions, the committee spoke about what steps are next for the policy. Discussion about how the policy should be put into action occurred. The following questions were raised:

- How should students be notified that they are approaching the deadline?
- When should the policy start?
- When does the process begin?
- Does the student really need to get that far (with how things/times change) in the 7-year or 10-year window?
- Can holds be placed on a student's record? Currently, nothing happens, the policy isn't truly enforced.

The committee agreed that these questions would have to be reflected on and seriously approached for the policy to be a success. There was a discussion about grandfathering in some students and putting the new policy into effect for some students (based on catalog year). There was brainstorming about how holds could be placed on a student's record and how students and their coordinators should be notified (email, letter, etc.).

Concern about a student's email account. Questions: What if a student's email (UA Little Rock email account) doesn't work? How long does a student have access to their email? The general rule is that if a student isn't on a class list, they don't have access to their email. The committee members all agreed that the issue of email accessibility will need to be further looked into.

*****At the end of the meeting, the committee voted and approved the revisions of the updated document 509.11 Graduation Requirements. All members approved the document and agreed that it was ready to go to the Senate. These actions were taken in hopes of getting the updated policy to the Senate at their last meeting, and to avoid losing the document between now and the next semester.**

Policy revisions were emailed to Karen Kuralt after the meeting was adjourned.

- **509.12 Leave of Absence Discussion**

Revisited language revised in this policy from the previous meeting. Revisions appear bolded in the 509.12 Leave of Absence Document. After review, the committee made the following suggestions:

- Omit the word "must" in the second sentence in section *Duration of Leave*.
 - **Before:** Students on leave **must** re-enroll the next semester they are eligible to do so after their leave expires, excluding summers.
 - **After:** Students on leave **are expected to** re-enroll the next semester they are eligible to do so after their leave expires, excluding summers.
- Omit the words "must" in the fourth sentence in section *Duration of Leave*.

- **Before:** That student **must** re-enroll in Fall 2020, since summer does not count.
 - **After:** That student **is expected to** re-enroll in Fall 2020, since summer does not count.
- Remove typo in the third sentence in the second paragraph in section *Duration of Leave*.
 - **Before:** Students who **takes** a leave of absence for longer than 2 years will need to be readmitted to their programs when they return, which means they may be subject to the requirements of a new catalog.
 - **After:** Students who **take** a leave of absence for longer than 2 years will need to be readmitted to their programs when they return, which means they may be subject to the requirements of a new catalog.

Discussion carried over about how to keep communication open for a student. The committee spoke about how long a student's email stays active. For Graduate students, their email may stay active for up to one year. For Alumni, they may be able to keep their email. Committee still agreed that this needs to be researched and clarified.

*****At the end of the meeting, the committee voted and approved the revisions of the updated document 509.12 Leave of Absence. All members approved the document and agreed that it was ready to go to the Senate. These actions were taken in hopes of getting the updated policy to the Senate at their last meeting, and to avoid losing the document between now and the next semester.**

Policy revisions were emailed to Karen Kuralt after the meeting was adjourned.

- **Clemency Policy Discussion**

The committee reflected briefly on the changes to the Clemency Policy (2-year to 1-year based on program). The members were curious about the status of the document if it had made its way to Senate. After a quick moment of researching, it appeared that the policy made it to the Faculty Senate Meeting on Friday, March 29, 2019.

Meeting adjourned **3:33 p.m.**