

UNIVERSITY OF ARKANSAS AT LITTLE ROCK
Graduate Council Minutes
February 3, 2010

Members Present: Bauer, Bhattacharyya, Cantrell, Dearman, Gann, Gentry, Hunter, James, Jennings, Kays, Kuralt, McAlpine, Mirivel, Nolen, Pierce, Seigar, Swingen, Turturro, Wood

Members Absent: Lindeman, Moak, Robison, Sweeney

Others Present: Pellicane, Miller-Lewis, Brooks

Meeting started 3:07 p.m.

Approval of December 2, 2009 & January 20, 2010 minutes *Approved*

Old Business: *none*

New Business:

- Dr. Bhattacharyya discussed developing a written statement of rights and responsibilities for dissertation/thesis committee members. He looked at Indiana State's graduate school handbook and suggested developing something similar. Also he thinks that the student's committee chair should hood the student at graduation. Dr. Nolen stated that COE had developed a rights and responsibilities handbook in 2004 and was revising theirs and would share it with committee members. Dr. Swingen suggested that when we develop a UALR Graduate Student Handbook that we have a small one handbook, so we don't overwhelm the students. Dr. Jennings charged Dr. Bhattacharyya to form a committee to develop a proposal for these rights and responsibilities for consideration by the Graduate Council; this statement could ultimately be included in a UALR Graduate Student Handbook. Dr. Pellicane mentioned we are adding to the catalog a student's rights and responsibilities clause. IRB information will also be included in the new catalog. Dr. Lewis stated that catalog changes need to be in by the middle of March. Also, Dr. Pellicane shared with council \$520.5 of the University of Arkansas System's policy on *Waiver Of Registration Fees and Tuition for Graduate Assistants, Master Lecturers, Graduate Fellows, And Graduate Interns* (http://ualr.edu/policy/uploads/BOT/0520_5.pdf) stating that any student who has an assistantship will get in-state tuition. If they lose their assistantship then non-resident rates may apply. This should solve our out-of-state waiver problem. He also mentioned that getting health insurance for doctoral students will be a good recruiting tool if this can be accomplished in the future.
- Dr. Jennings reviewed the discussion at yesterday's Chancellor's Leadership Group meeting:
 - Dr. Belcher is soliciting feedback for assessing the University's progress in implementing its Strategic Plan. Dr. Jennings asked Graduate Council members to provide him input to a GC response.
 - There was an update on Capital Projects, discussion on the Lottery Scholarships and the University's Inclement Weather Policy.
 - UALR enrollment has been increasing over the last five years but undergraduate enrollment is still 175 students below what it was five years ago; however, over the last five years, "Continuing, Grad or Law Student" enrollment is up 18.3% (a compound average growth rate of about 3.5%/year). This now constitutes 21.6% of all students.
 - Dr. Anderson reported that January revenues have met revised forecasts and if this continues, no further budget cuts are anticipated; budgets for next fiscal year are still unknown.
 - Purchasing freeze will be lifted on Friday, and banner will be down from noon on February 19-February 23 for banner 8 upgrade.
- Dr. Lewis mentioned that Dr. Stevenson, the graduate school, and the international office had a meeting last week and suggested adding a paragraph on admission requirements for international students to the catalog. She explained that international students will have to get their transcripts evaluated thru a document service (e.g., NACES); example wording was distributed. Dr. Bhattacharyya asked whether this applies to all international students and U.S. bordering states. Dr. Seigar mentioned that transcripts from the United Kingdom are already translated into English, so does that includes them too. Dr. Lewis said she

will ask Dr. Stevenson to come to the next Graduate Council meeting for some clarification. [This has been scheduled for Feb. 15 in conjunction with the Graduate Coordinators].

- Dr. Jennings stated that we will try to have the agenda distributed on the Friday before GC meetings and minutes distributed on the Friday after GC meetings.
- There was some discussion on where the GC can archive documents (on the GC website or on Blackboard?); Dr. Jennings will follow up on this.

Report of Curriculum Committee

College of Business

(09-6196) BSAD 7395 Cooperative Education Internship/Practicum *approved*

- Dr. Kuralt reminded council that all CCF forms needed to be thru the department and logged by the Provost's Office by March 15. Dr. Jennings asked about CPSC courses being removed from the original agenda. Dr. Kuralt explained they were tabled because of lost forms.

Report of Personnel Committee

Affiliate

Brent A. Powell, PhD Vice President for Administration and Finance/OBU COE *tabled*

Arvind M. Singhal, PhD Adjunct Professor, Univ. of AR Clinton School CSPA *approved*

- Dr. Hunter suggested reviewing the graduate faculty nomination forms. Perhaps a letter from the chair of the department should be attached to the forms? Also she wanted to know if the graduate faculty database had been updated. Dr. Lewis acknowledged that it has been updated on her computer. Dr. Jennings would like to make available online the current list of faculty with graduate faculty status; he will work with Dr. Lewis to make this happen.

Other Business:

- Mr. Keys mentioned a GSA workshop on February 25 in SUA 102D from 5-6pm on Dissertation/Thesis formatting. Dr. Kuralt will host the workshop. Handouts will be available on the GSA website for those who can't attend.

Adjourned 4:00p.m.