

**University of Arkansas at Little Rock**  
**Graduate Council Minutes**  
**October 23, 2013**

**Members Present:** Laura Smoller, Karen Kuralt, Roger Dorsey, Betty Wood, Kent Layton, Daniel Berleant, Yupo Chan, Shaun Thomas, Matt Gifford, Marc Seigar, Brian Berry, Emily Davis, Dona Barry, and Paige Buffington.

**Members Absent:** Angela Hunter, David Dearman, Nancy Landrum, Ibrahim Duyar, Guoliang Huang, Maureen James, Tara DeJohn, Lillie Wichinsky, and Karen Wheeler.

**Others Present:** Paula Casey and Johanna Lewis.

Meeting called to order at 3:01 by Marc Seigar, chair.

The effect of academic restructuring on the Graduate Council was briefly discussed. With the reformation of the colleges, the GC will most likely have 3 less representatives next year. Paula Casey stated that the provost will be putting out a memo soon, and the GC will continue to operate under the current structure until June. A liaison for each college (not from the college) will look at the GC structure.

Dr. Seigar requested that each current GC member email him with the year his/her GC term expires; terms are generally 3 years long.

October 9 minutes approved.

New Business:

- **Curriculum Subcommittee:** No new CCFs, did not meet.
- **Personnel Subcommittee:**
  1. *Recommendation for Affiliate Graduate Faculty Status:*

Radu Babiceanu	Doctorate	ERAU	SYSN
Agata Manolova	Doctorate	Technical U. of Sofia, Bulgaria	CPSM
  2. *Recommendation for Full Graduate Faculty Status:*

Paul Crutcher	Doctorate	UALR	LIST
Jeffrey Grubbs	Doctorate	UALR	ART
  3. *Update on Graduate Faculty Status proposal:* recently did some editing on the affiliate status section, particularly relating to non-U.S. citizens. The edited document was sent to Keith Hudson, who is having the attorney look it over. The export control issue still needs to be examined closer. Dr. Seigar suggested that the chair of a thesis/dissertation committee have either full graduate status or, if affiliate, be approved as chair by the rest of the committee first. The goal is to have the document ready to be voted on by the next GC meeting.

**Dean's Report:**

- The Graduate School is still seeking out new ways to increase enrollment.

- Approval has been received to fill Sheena's position; the new position will be a full-time recruiter.
- We have new graduate student representatives, Dona Barry and Paige Buffington, on the GC.
- The new file share system will hopefully be completely paperless by November 15.
- IT is working on an improved application system.

**Associate Dean's Report:** Graduation applications are currently being processed; the deadline for graduate coordinators to approve them is the end of the semester, before the winter break begins. Dissertations and theses must be submitted to the Graduate School by 5:00 p.m. on December 2.

**Open Forum:**

- Brian Berry is working on a new policy concerning teaching assistants, with particular emphasis on dismissal protocol. This may end up being a GC project.
  - Until this policy is in place, Dr. Lewis can provide support in the TA dismissal process.
  - Dr. Lewis suggests that more attention be paid to each TA's performance to possibly preempt dismissal.
  - Dr. Seigar suggests that these new dismissal policies possibly extend to research graduate assistants as well, though the policies concerning TAs and RGAs may differ.

Meeting adjourned by Dr. Seigar at 3:30 p.m.