**Graduate Faculty Council Minutes**

**Date and Time: 4-18-2016, 3:30 to 4:58 pm.**

**Members absent:** K. Dreifuerst, T. Rhodes, S. Bischoff, E. Helton, C. Ochoa.

**Archive URL:** <http://www.indiana.edu/~video/stream/launchflash.html?folder=video&filename=GFC_Committee_20160418.mp4>​

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| **TOPIC** | **ITEMS/DISCUSSION** | OUTCOMES/DECISIONS |
| **Approval of minutes from Graduate Faculty Council meeting on 3-21-2016** | Quorum established. | **MOTION: To accept the minutes.****VOTE: Unanimous vote.** |
| 1. Updates from the Dean
 | Dean Wimbush shared about the UGS Awards Ceremony in Bloomington. It honored our very best students from throughout the IU system, including IUPUI, who received various awards. One recipient came from India to receive his award. A wonderful event for the UGS. Elite 50 dinner in Indianapolis. Top 50 applicants on IUPUI campus, recognizing students from each academic unit. Chancellor gave remarks. Tony Greco has been serving as president of the Graduate and Professional Student Government. Tony is graduating from law school & received recognition for service in student government.  |  |
| 1. Reports/Updates from Committees
	1. Academic Policy Committee–\*action items to be voted on\*
	2. Awards Committee–Final Report, Spring Award Selections

* 1. Graduate Initiatives Committee–\*action items to be voted on\*
	2. Diversity Issues Committee
 | **Committee recommendations**: 1. Videoconferencing defenses: recommends adding no language to the Grad Bulletin. Recommendations are in attached appendix D. 2. Participation in commencement. Students may participate in commencement if their committees verify they will finish within one year. 3. Recommendation that Graduate Faculty Endorsement remain limited to tenure-track faculty.4. Undergraduates taking graduate courses: retain current language in bulletin for UG not enrolled in programs that include grad degrees. Add language to bulletin for students admitted to BA-MA combined programs. 5. Grad non-degree (GND) credits: recommend reducing # grad courses applying to a grad program from 18 credits to 3 courses. After that, students must enroll in program in order to apply credits to a degree. . **Voted on two different awards.**GFC Awards Committee Results:**Wells award** 20 nominations 1 award Brett Jefferson, PBS **Edwards award**3 awardsStephanie Huezo, History Anne Groggel, SociologyLeah Van Antwerp, Occupational TherapyNot finished- need to vote on one more Edwards applicant. Need volunteers. Patricia McManus submitted documents (See appendix A, B, C)1. **Changes to the size of the standing and special committees from five to at least five members. Committees vary from 6 to 8.**

**We need to change bylaws to reflect #1.**1. **Changes to make the Diversity Issues Committee a standing committee. This proposal adds subsection D to Article IV, Section**

**3. “Standing Committees” Changes to provide for alternates and replacements of Council members.** This proposal adds Article VI “Alternates, Temporary Replacement Members and Vacancies” Call for special committee or ad hock as needed. You would go back to the unit for a vote. And a replacement shall be elected by the eligible faculty. Nominating committee would look at eligibility for someone to serve in a member’s absence.**Section 1**. Members of the Council may appoint alternates to serve in their places at any meeting. **Section 2**. If an elected member will be absent for one or two semesters, the member shall identify an eligible replacement to serve in the member's place. The eligibility of the replacement member shall be verified by the Council. **Section 3**. In the event of a vacancy on the Council, a nominations committee shall be formed by the executive committee and a replacement shall be elected by graduate faculty in the affected unit. 4. Voting members of the Council or their alternates must be present to vote on Council business; each member or alternate present receives one vote. 5. This proposal would involve three changes to the current bylaws. (1) Move the electoral units from the core of the bylaws to an appendix. (2) Replace the current text of Article II,Section 2 of the bylaws with this text: “The Graduate Faculty groupings that constitute Council election units shall be specified in an appendix to these bylaws.” No report. | **Discussion; nonvoting item.****Discussion; nonvoting item.****Discussion; nonvoting item****Discussion: this addresses issue of undergrads taking a bunch of grad courses thinking they will then get that grad degree without being admitted to the program or fulfilling other requirements of the degree program.** **Discussion: as with discussion point above, GND students try to take a lot of courses and bypass admission or other requirements of grad programs. This practice is not in best interest of students, or of programs. GND is supposed to encourage exploration but not to skirt admission process.** **Current Policy is 18 credits in one area.** **New Policy: student must apply to degree program after completing 3 courses; additional courses taken will not count toward a degree.** **Report to the committee.****Action items that require a majority vote:****Vote Unanimously in favor.****Vote Unanimously in favor.****Vote unanimous (with friendly amendment to section 3).****Vote Unanimously in favor.****Voted on items 1 & 2. Vote Unanimously in favor.** |
| 1. Elections (Vice-Chair Carolyn Calloway-Thomas)
	1. Officers for 2016-17 Council
	2. Committee Chairs for 2016-17 Council
 | **Seven elections**Chairperson : Nomination Margaret BauerVice-chair person: Nomination Caroline Calloway-ThomasSecretary Nomination Jennifer Lentz.Committee Chair nominations: Academic Policy Committee: Claudia JohnsonAwards Committee: Jody SundtGraduate Initiatives Committee: Millie GeorgiadisDiversity Issues Committee: Lesley Ashburn-Nardo | **Outcomes of elections:****Margaret Bauer-unanimous vote.Caroline Calloway-Thomas unanimous vote.Jennifer Lentz-unanimous vote.****Claudia Johnson-unanimous vote.Jody Sundt-unanimous vote.****Millie Georgiadis-unanimous vote.Lesley Ashburn-Nardo-unanimous vote.** |
| 1. Discussion items/New Business
	1. Proposal to add thesis/dissertation titles to transcripts
 | Discussion-registrars are working on this to add thesis/dissertation titles to transcripts. No major objections; will update as proposal progresses. APC will consider for 2016/2017. Should invite registrar to discuss details/concerns of implementation. | **Non-voting item.**  |
| **Adjourn** | **4:58 pm.** |  |

**Indiana University Graduate Faculty Council Election Units**

**Bloomington (1618; 11)**

BL-1 (265; 2)

Astronomy

Biology

Center for Exploration of Energy & Matter

Chemistry

Geological Survey

Geological Sciences

History and Philosophy of Science

Mathematics

Molecular & Cellular Biochemistry

Physics

Statistics

BL-2 (249; 2)

Anthropology

Economics

Geography

Political Science

Sociology

Psychological & Brain Sciences

Kinsey Institute

Criminal Justice

Media School

 Cinema & Media Studies

Communication Science

Journalism

Media Arts & Production

**Appendix A**

BL-3 (148; 1)

School of Medicine - Bloomington

School of Nursing

School of Optometry

School of Public Health

Applied Health Sciences

Environmental Health

Epidemiology & Biostatistics

Kinesiology

Recreation, Parks, & Tourism

School of Social Work

Speech & Hearing Sciences

BL-4 (239; 2)

Kelley School of Business

School of Public & Environmental Affairs

Mauer School of Law

BL-5 (195; 1)

Art Museum

Jacobs School of Music

School of Art & Design

Fine Arts-Studio

Apparel Merchandising & Interior Design

Theater, Drama & Contemporary Dance

Art History

BL-6 (147; 1)

African-American & African Diaspora Studies

Folklore & Ethnomusicology

Linguistics

Philosophy

History

Gender Studies

Second Language Studies

Classical Studies

Religious Studies

American Indian Studies

American Studies

BL-7 (168; 1)

Comparative Literature

English

French & Italian

Germanic Studies

School of Global & International Studies

African Studies

Central Eurasian Studies

East Asian Languages & Culture

International Studies

Near Eastern Languages & Culture

Russian & East European Institute

Slavic & East European Languages & Cultures

Spanish & Portuguese

BL-8 (207; 1)

School of Informatics & Computing

 Computer Science

 Informatics

 Information & Library Science

 Intelligent Systems Engineering

School of Education

Institute on Disability and Community

**Indianapolis (1401; 9)**

IN-1 (619; 4)

School of Medicine

IN-2 (161; 1)

School of Liberal Arts

IN-3 (149; 1)

School of Dentistry

School of Health & Rehabilitation Sciences

School of Nursing

Fairbanks School of Public Health

IN-4 (136; 1)

**Regional Campuses (723; 6)**

FW - Fort Wayne (144; 1) NW - Northwest (121; 1)

SB - South Bend (187; 1) SE - Southeast (139; 1)

E – East (62; 1) Kokomo (70; 1)

School of Education

School of Social Work

Academic Affairs

Herron School of Art & Design

School of Informatics & Computing

Physical Education & Tourism

IN-5 (129; 1)

Kelley School of Business

Columbus Campus

McKinney School of Law

School of Public & Environmental Affairs

Lilly Family School of Philanthropy

Library

Executive

IN-6 (207; 1)

School of Sciences

School of Engineering & Technology

**Appendix B

The Graduate Initiatives Committee has reviewed the bylaws and proposes the following:**

 **1. Changes to the size of the standing and special committees from five to at least five members. This proposal revises Article IV all sections to state that standing committees to comprise “at least five faculty members, including two from the Bloomington campus, two from the Indianapolis campus, and one from a regional campus” Rationale: This would provide flexibility and allow all Council members to serve on at least one committee.**

**2. Changes to make the Diversity Issues Committee a standing committee**

 **This proposal adds subsection D to Article IV, Section 3. “Standing Committees”**

**D. Diversity Issues Committee**

1. The Diversity Issues Committee shall consist of {insert same language as other standing committees}.
2. The Graduate and Professional Student Organizations at Bloomington and IUPUI shall be entitled to appoint one representative each to serve as ex-officio members of the Diversity Issues Committee.
3. The duties of the Diversity Issues Committee shall be to review the current state of diversity within the graduate programs at IU, including both faculty and students. The Diversity Issues Committee develops goals for inclusion and diversity in the University Graduate School and advises the Dean and Associate Deans of the UGS on issues related to diversity and inclusion.”

**Rationale:** Diversity is a core and pressing issue on all IU campuses, one that affects campus climate and the well-being of our graduate students, faculty, and programs. . Currently the Diversity Issues Committee is a Special Committee. The proposed change specifies graduate student participation to strengthen the Committee and includes responsibilities taken directly from this year’s charge to the Special Committee.

**3. Changes to provide for alternates and replacements of Council members.**

 This proposal adds Article VI “Alternates, Temporary Replacement Members and Vacancies”

Section 1. Members of the Council may appoint alternates to serve in their places at any meeting.

Section 2. If an elected member will be absent for one or two semesters, the member shall identify an eligible replacement to serve in the member's place. The eligibility of the replacement member shall be verified by the Council.

Section 3. In the event of a vacancy on the Council, a nominations committee shall be formed to elect a replacement from among eligible faculty.

**Rationale:** There is currently no provision in the bylaws for alternates and replacements. Sections 1 and 2 put in place measures voted by the council at the January meeting.

 4. Changes to clarify voting procedures. This proposal adds a new section to Article III. Meetings.

**Section 4.**

Voting members of the Council or their alternates must be present to vote on Council business; each member or alternate present receives one vote. Rationale: This issue was taken up at the January meeting of the Council following a discussion of proxy voting and email voting.

**5. Changes to facilitate Council elections.**

This proposal would involve three changes to the current bylaws.

(1) Move the electoral units from the core of the bylaws to an appendix

(2) Replace the current text of Article II, Section 2 of the bylaws with this text: “The Graduate Faculty groupings that constitute Council election units shall be specified in an appendix to these bylaws.”

(3) Update the electoral units based on the 2015 electoral units that produced the current council; Rationale: Faculty units change over time. Article II, Section 2 of the bylaws states, “The following campus Graduate Faculty groupings shall constitute Council election units:….” It goes on to list electoral units as of 2010. The IUB and IUPUI units listed in the bylaws are very much out of date. The 2015 electoral units are already subject to changes. An appendix, subject to periodic review, might be a more flexible way to incorporate mergers and reorganizations of units at the larger campuses.

**Appendix C**

The Graduate Initiatives Committee took up a number of issues related to GFC voting procedures, GFC committees, and GFC elections. Our work resulted in a number of action items for the final GFC meeting of 2015-16 and several issues that should be taken up in discussion for action in the fall.

A. We propose five changes to the GFC bylaws (see separate document). Each of these changes is intended as a separate action item requiring a majority vote by the Council. Any items that require additional discussion can be moved to the agenda for 2016-17.

B. We reviewed and updated the electoral units that would be in place for elections in spring 2017. (See separate document: Appendix).

C. In response to discussions with David Daleke and Janice Blum, we recommend that the bylaws provide more explicit guidelines for unit apportionment and campus representation on the Council. We propose that the GFC adopt the procedures used in the 2015 elections:

• Each campus is entitled to one Council representative for each hundred and fifty (150) Graduate Faculty on that campus, rounded to the nearest 150.

• Each campus shall comprise one or more election units.

• Each election unit shall be entitled to one Council representative for each additional hundred and fifty (150) Graduate Faculty. Election units may be entitled to one additional Council representative in order to reach the Campus entitlement if the number of remaining faculty exceeds 75.

• Each election unit shall have a minimum of one representative.

Report of APC discussion and recommendations, 4-16-2016

**Appendix D**

Videoconferencing defenses. *Note: no language is in Bulletin. APC does not recommend adding language. APC recommends:*

* General preference is for in-person for dissertator and committee members.
	+ All-online programs should develop consistent guidelines
* All use of videoconferencing needs to be approved by the committee/advisor.
* UGS will research and develop best practices to ensure:
	+ Adequate audio/video
	+ Public participation
	+ Integrity of the examination (e.g. proctoring) in cases where it is the dissertator who is remotely located.
* UGS will research practices at peer institutions.

Participation in graduation ceremony

* Students may be listed in only one commencement bulletin
* Participation in commencement does not indicate that the person has received the degree; receipt of diploma indicates that.
* To participate in a ceremony, students’ committees should verify that all requirements are completed OR that there is reasonable expectation that they will be completed within one year. [note: IUPUI has only one ceremony per year]

Graduate faculty endorsement limited to tenure-track faculty

* YES.

Undergraduate students in graduate courses

* Retain current language in the Bulletin for students NOT in specific BA-MA\* programs
* ADD language (Jeff R. to propose) to allow students *admitted* to *approved* BA-MA programs to follow the enrollment rules in those programs (e.g. taking graduate courses as juniors and seniors).
* \*BA-MA used to mean 4+1, BS-MS, etc. Bachelors+masters. These are specifically approved degree programs.

Non-degree (GND) students, limits on graduate coursework

* Limit GND students from applying more than 9 (3, 3-credit) or 12 (3, 4-credit) courses towards a degree program.
* Therefore, students interested in a degree program must apply for admission by the time they complete 3 courses.
* Students taking courses for personal or professional development are not limited, but cannot subsequently apply those to a degree program.
* UGS to provide data on #s of people that this applies to.

For 2016-2017 committee:

Ph.D. minor:

Many programs want this abolished as a UGS requirement.

**USE** comparative information provided by Dr. Foster (BL)

**POLL** graduate program directors for input on these:

* Could the ‘minor’ requirement be changed to a ‘breadth’ requirement—retains some of the reasoning for the minor but is more flexible (some universities do this)
* If it is abolished, would the program retain it?
* What would the program do with their own degree requirements (since 6-12 credits would no longer be supplied by the minor)—add more classes? Move sooner to research? Design other option?
* How would this impact the minor they offer to students in other programs?
* Do they routinely include the minor advisor in their committees (that is, impact on committee membership)?
* Would they agree to standardizing the # of credits at 25% of the coursework required for the major? (most common situation at BL. IUPUI is relatively standard at 12 credits)

Qualifying exam time limit. Clarify and/or change the time limits, minimum AND maximum, between end of courses and taking of exam, and taking of exam and applying for candidacy. UGS to provide information on current limits and on peers.

* Currency of coursework (the revalidation process) not seen as an issue at this time.

Voting on dissertation defenses / committee membership (cases where committee members are not IU faculty.)

* Generally desire to limit *voting* to IU faculty
* Research (UGS) current policy and the electronic format for listing committee members who are not IU employees (e.g. hold adjunct appointments, but system will not allow them to be listed)

Dissertation embargoes. Current practice is that students can request an embargo for 2 years, and for another 2 years upon specific request. There are no guidelines for granting or refusing a request or for maximum limits.

Dissertation deposition (preservation, access). ProQuest and/or University Libraries (“ScholarWorks”). Currently Bloomington Faculty Council is working on this and Indianapolis Faculty Council will be taking it up in 2016-2017. *Note: both ProQuest and UL can accommodate any embargo policy*.