Graduate Council Minutes
April 11, 2007

The April meeting of the Graduate Council was called to order by Donna Terbizan, at 8:30am, April 11, 2007, in the Meineke Boardroom.

In attendance: Jacob Glower, Gary Goreham, Verlin Hinsz, Samudra Kugel, Renee Magnan, JoAnn Miller, Seth Rasmussen, Carol Rusaw, Donna Terbizan, Rodney Traub, Charlene Wolf-Hall

The minutes for the March 7 meeting were considered. Rodney Traub made a motion to approve the minutes. JoAnn Miller provided the second. Motion carried.

Course and Program Changes

Charlene Wolf-Hall made a motion to approve the course proposals listed below as reviewed by the Academic Affairs committee. Gary Goreham provided the second. Motion carried.

- ME 486/686  Introduction to Aerodynamics*
- CFS 432/632  Analysis of Food Processing Systems*
- CFS 431/631  Food Unit Operations Laboratory- Deletion*
- SOIL 480/680  Soils and Pollution*
- SOIL 433/633  Soil Physics*
- SOIL 410/610  Soils Land Use*

Dr. Terbizan presented the new program proposal for Community Development submitted to the Graduate Council in March. Dr. Wittrock talked about this at the Dean’s meeting and no one had an issue with the proposal. Gary Goreham made a motion to approve the program proposal for Community Development. Samudra Kugel provided the second. Motion carried.

Additional Items

Curriculum Review Committee questions

Jake Glower discussed questions regarding the role of committee that arose during the committee’s meeting this month. One question is if the committee has the authority to question the course content. Another question was why temporary course numbers are no longer used. After discussion a motion was put forward by Jake Glower to approve the course ME 476/676 Mechatronic pending the changing of the course number to 499/791. JoAnn Miller provided the second. Motion carried.

It was suggested the topic of the committee be addressed more in depth at a later Graduate Council meeting.

Reason of denial on application

Dr. Terbizan said Dr. Wittrock was concerned that some refused applications come to the Graduate School without a reason for refusal. This may lead to problems when a seemingly less qualified student is accepted. After discussion it was determined that refused applications that come with out a reason be sent back to the department for more information.

Multiple programs and registering during semester of exam
Student Service Associates in the Graduate School have asked for clarification as to whether students enrolled in multiple programs need to be registered for credit in the program in which they defend during the semester they defend. Dr. Wittrock had told Donna it made sense because the student is using resources within that department. Seth Rasmussen made a motion to revise the policy to state “Students in multiple programs are required to register for at least one credit during the semester in which they defend in the program in which the degree will be conferred.” Rodney Traub provided the second. Motion carried.

**Proposal meetings for theses, papers and dissertations**

It was discussed as to whether or not there should be paperwork submitted to the Graduate School when a proposal meeting is scheduled, if it is required by the department. Donna Terbizan made a motion to add the proposal meeting box to the Request to Schedule form. Jake Glower provided the second. Motion carried.

At 9:50 a.m., Dr. Terbizan adjourned the meeting.

Respectfully submitted,

Melissa Selders-Ortez