

**Graduate Council Meeting Agenda
9/21/2023– 3:30-5:00 p.m.**

ZOOM LINK: <https://uidaho.zoom.us/j/84406831756?from=addon>

x	Jerry McMurtry	x	Evan Williamson (Library)	x	Grant Harley (COS) 2024
x	Ann Brown (EHHS) 2024	ex	Pedram Rezamand (CALs) 2026	ex	John Cannon (At-Large/EHHS Boise) 2025
x	Robert Stone for Tracey Anderson/Jeff Bailey (CBE) 2026	x	Rajal Cohen (CLASS) 2026	ex	Eric Wolbrecht (ENGR) 2025
x	Casey Doyle (CAA) 2025	x	Kerri Vierling (CNR/ENVS) 2026	ex	Abbey Rode (GPSA)
ex	Paul Hohenlohe (UWP) 2024	x	Zachary Kayler (At-large CALs) 2026	x	Adamarie Marquez Acevedo (GPSA)
x	Sarah Wu (At Large/ENGR) 2024				

- I. Minutes from 5/10/2023 Read attached minutes to approve. Stone moved Grant second, 7/0/3

- II. Announcements
 - a. Jerry’s updates Positions are 2 open in Admissions. Comm and Marketing and application processor/DSO.
 - b. Welcome new members.
 - c. Graduate Recruitment Situational Analysis update—The intention is to take the recommendations and put some dollar cost to it. The health insurance coverage would be up to \$700,000 to cover, but the others are all marketing and comm items which are being addressed. There is institutional awareness that graduate studies has 3 separate levels for marketing strategies for PhD, MS, and professional programs. We asked SEM for money to support a strategist as well as the products/sites. Insurance for TAs will be in the budget request but doesn’t seem likely to be awarded, but we will keep asking and supporting this initiative.
 - d. A.I. update – on admissions side we see it in the applications, Jerry is collaborating with other institutional leaders to work on national policy to use as a tool but working on it.

- III. Old Business
 - a. Discussion on process for graduate admissions when applicants do not waive rights to letters of recommendation-also remember council voted to have the individual departments/programs determine if, how many, and what format (letter, survey/short answer, video, etc.) of recommendations are required.
 Members asked, what is reasonable? Do we stall until they stop asking? Option to waive or not waive. Do we let the reference know if we let them see it?
 Answer: References are notified of their student’s selection at the top of the request. And the form that goes with the reference. Admissions materials also ask short answers/tick marks on level of recommend (highly...) and communication capabilities. One member said that there are more student repercussions than faculty, and it’s unethical to write bad letter, they should just say no. If the student hasn’t waived their right, the process should be straightforward, assume faculty knows. Idaho public record law. Should be able to access if need to. We should document somehow and keep records.
 Request in writing with reason. Why justification? Open to any request? They should be able to see them. Add values and check boxes in the form are possible. Polly will create a draft and the council will revisit next time.

IV. New Business

Discuss:

- a. Scientific Communication Graduate Certificate-it could stand alone or be incorporated into an existing non-thesis master's program. These are all regularly offered courses. Lots of capacity in the course. EM course EO course so shifting to regular online offering. Support from DGS. Motion to move to vote and 2nd. Discussion on how it's different from ENVS Ed Cert. Building certificate out...Designed for technical workforce. Vote 9/0/1 Approved.
- b. Grant Writing Course. Approved. Vote 9/0/1
- c. Prestigious Fellowships Course. Fall course would be exploring the fellowships, and spring would be the development, writing and submission piece. These courses provide support across all the disciplines and prospective fellowships. Reached out to UG Research and Honors Program to build the cross listed INTR 401/403 so seniors are ready to apply. Passed. Vote 9/0/1
- d. Time Limits for credits on DAT. COGS rules address time limits for all degrees but this one. Master's rule is not to exceed 1/3 the total credits, and PhD/EdD rule is not to exceed 30 of the 78 required credits, so suggestion is 20 credits to follow precedence like Theatre MFA. Take back to DAT and ask what they want-Tabled.
- e. TAs for distance students, a discussion –
 1. No international locations allowed per general council employment law issue.
 2. There is a need for TAs in that space, but can be challenging as well,
 3. Faculty mentorship necessary, and to meet with student on regular basis,
 4. Requests to give TAs to PhDs first, however, some master's students have the required skills for teaching online courses/experience at a distance, Many PhDs have RAs because of their expertise which leave openings.
 5. In some situations where that student is remote and supported...TAs mentored, right help, it might be ok.
 6. Perhaps an internal COGS process to check mentorship.

-Additional side discussion on the student progress reports. More than once a year?

-Assistantship stipends on average for the CIP code, close to national average. Some programs need to be recoded or updated for what the discipline is doing these days.

-A quick discussion about having a fixed rate across the disciplines, but it was not supported by the institution. Final comment-(Psych) PhDs go elsewhere because of the low stipend.

Motion to Adjourn: 4:52 PM