

Graduate Committee Meeting Minutes

September 12, 2014

PRESENT: J. Nimmagadda, R. Potter, D. Servello, C. Tortolani, L. Schuster, C. Marco, G. August, M. Darcy, E. Anthony, J. Dagle, R. Breton (student).

GUEST: R. Pitt

J. Nimmagadda made a motion to approve the minutes of our May meeting; M. Darcy seconded. L. Church said that R. Franzblau should be added and listed as excused. There were no other changes noted; the minutes approved unanimously.

Old Business: Process of reviewing Individualized Graduate Programs: Proposal to VPAA; VPAA's response: Dr. Pitt will join us.

R. Pitt was present to discuss his response to our proposal. He thanked us for our work and gave some background on the origins of the graduate committee. He noted that the administration's role is as a check, a resource base, and motivator of change, but that faculty through their committees are crucial to shared governance; everything depends on them. And yet, at the same time, committees can't act alone without administrative approval. We now have two places (Chapter 3 and the graduate studies manual) where the graduate policies and procedures are located, and ideally, we should have just one.

J. Nimmagadda recapped our discussion from the last meeting about taking letters of recommendation out of the review process by the graduate committee for IGP proposals; R. Pitt, in his reply, said that this change would not be acceptable, and proposed language that states that *all* supporting documents be evaluated. A motion to accept the changes highlighted in R. Pitt's letter to section 1e indicating all supporting documents would be reviewed by the committee was made by M. Darcy and seconded by D. Servello. The motion passed with two against and rest in favor.

Report of the Dean of Graduate Studies (DGS)

The Dean noted that we have 44 grad teaching assistants, significantly more than last year, primarily because we have more half-time assistant. The graduate student newsletter went out last week with all kinds of information; the dean will make sure that it's been sent to everyone. All suggested changes to the application discussed in the Spring have been made. M. Darcy said that she didn't want all of the items to be in CollegeNet; dean replied that it's best if the student at least *starts* there; it makes sense to have a clear notice there about the necessity of finding an advisor. J. Dagle noted that the IGP page would have to be different from the overall graduate application; it would have to be programmed differently. Dean suggested we put this on the agenda for our next meeting. J. Nimmagadda agreed, and stressed that the IGP should *not* be

listed on menus within applications to specific schools. The Dean let us know that we've expanded out contract with students from abroad; in four days we've had 63 international inquiries via this new contract.

We need to put a description of the joint RIC SON/Saint Joseph Hospital School of Nurse Anesthesia (SJHSA) option to Graduate Studies Manual's section Collaborative Programs on page 20. L. Schuster will email the language to the executive committee.

In the graduate manual, on page 8, we say that there is a six-year limit for graduate programs, but in fact there is a *seven* year limit for doctoral studies. This difference should be reflected in the Graduate School Manual. A motion was proposed to add "(seven years for students in the URI/RIC joint doctoral program)" after the phrase "six year"; original language was moved by J. Nimmagadda and seconded by L.Church ; motion passed unanimously.

L. Schuster also brought up changes to page 12, under "incomplete grade," adding the phrase "substantial work in the semester has been completed satisfactorily." L. Church moved the motion and E. Anthony seconded. The motion passed.

New Business

Changes to graduate studies manual: Thesis submission guidelines. E. Anthony recalled that there had been a student who had been unaware of the specific requirements for the library copy of the thesis, since those requirements actually are not in the manual. She has co-ordinated the text of this section with the Library to make sure that the requirements are consistently stated; she read out the detailed changes in each section, which were mainly minor additions reflecting currently Library policy and organizational structure. Cataloguing is now "technical services," and the single-sided page requirement added. E. Anthony raised the issue of whether digital copies are actually required, and whether in all cases having a copy added to the digital commons would be appropriate; the phrase "if appropriate" to the language. It was suggested that "nominal" be removed, as students may misunderstand it. A motion was made to approve all these changes with "should be" to "may" on item and the removal of nominal. J. Nimmagadda moved, D. Servello seconded. The motion passed.

J. Nimmagadda noted that we need to seek recommendations for graduate student on committees: Academic Integrity Board and the Student Conduct Board (they say that they would prefer a male student).

Announcements

L. Schuster noted that the graduate school fair is on October 22nd, from 11 to 2. The Open House is January 6th, with a rain date of the 8th. There was a brief discussion of the possibility of "swag" for these events; the Dean will entertain suggestions. There was a brief discussion of connections with the VA, benefits, etc.; Dean will refer. The Graduate Symposium will be in early May; Dean will confirm the exact date.

The meeting adjourned at 11:53

