

# Graduate Council Meeting Minutes

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**Tuesday, November 5, 2024**

**Members/Alternates Present:**

Godev, Concepcion, Chair – Languages & Culture Studies  
Brown, Dace – Public Health Sciences  
Cooper, Liz – Bioinformatics and Genomics  
Cox, Kyle – Educational Leadership  
Gall, David – Art & Art History  
Libby, Garrison – Atkins Library  
Mukherjee, Pinku – Interim Dean, Graduate School  
O’Bruba, Ashley – GPSG Student Representative  
Troutman, Jay - Chemistry  
Xu, Terry – Mechanical Engineering and Engineering Science

**Also Attending:** Coffey, Lauren – Graduate School  
Hall-Hertel, Katherine – Graduate School  
Watson, Johnna – Graduate School

**Absent:** Allan, Craig – Earth, Environmental & Geographical Sciences  
Johar, Monica - BISOM  
Montanaro, Erika – Psychological Science

**I. Report of the Chair – Concepcion Godev**

**A. Approval of the October 1, 2024, Meeting Minutes**

Gall made a motion to approve the minutes as submitted with a second from O’Bruba. The motion was approved by a unanimous vote.

**II. Report of the Graduate School Dean – Pinku Mukherjee**

**A. Five-Year Renewal Process for Certificates**

- Every five years, GPDs must renew graduate certificate programs.
- There is no metric to determine whether a certificate should be renewed, so it is essentially a rubber stamp process. The Provost has asked the Graduate Council to consider eliminating this review process.
- Certificates are part of the gainful employment reporting process and much of the information collected during the review process is captured during the gainful employment report.
- If a certificate program does not satisfy the requirements in the gainful employment report, it will be placed on probation for one year. If it does not improve, it will lose federal aid.

- Certificates would only be reviewed by the Graduate Council if there is a curriculum change in Curriculog.
  - There was a consensus that the process as it stands does not serve its purpose.
  - Chair Godev will consult with Matt Wyse on how to revise the process in Curriculog.
- B. Nominations for the Harshini V. de Silva Graduate Mentor Award and the First Citizens Bank Scholars Medal have been extended to November 11 and November 15 respectively.

### III. Discussion Topics

#### A. Reviewing the Revisions to the Bylaws of the Graduate Faculty

- At the October 1, 2024, meeting the Graduate Council agreed to submit the revisions to the Bylaws of the Graduate Faculty to the Faculty Executive Committee pending feedback from program directors and department chairs. The deadline for feedback was October 7, 2024.
- After receiving the feedback, Chair Godev removed some redundant language and changed the term “members” to “members of the Graduate Council” for further clarification. Chair Godev will also add a comment to explain why the job description of the Dean of the Graduate School was removed.
- The Faculty Executive Committee will discuss the revisions to the Bylaws of the Graduate Faculty at the November 7, 2024, meeting.

### IV. Other Business

#### A. Spring Enrollment Update

- Johnna Watson provided an update on spring enrollment. Spring enrollment is down by 149 students compared to last year. New student enrollment is down 115 students, while continuing student enrollment is down by 34 students. This is mostly due to a decrease in international students.
- The drop in international students is partly due to OPT being harder to obtain and the job market. Universities everywhere are experiencing a drop in international students.

A motion was made to adjourn the meeting by Brown with a second from Gall. The motion was approved by a unanimous vote. The meeting adjourned at 1:35pm.

The next Graduate Council meeting is scheduled for Tuesday, December 3, 2024, from 12:30 – 2:00pm in Reese 211.

Respectfully submitted,

*Daniel Jones*

Daniel Jones  
Graduate Council Secretary