

# Graduate Council Meeting Minutes

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**Tuesday November 4, 2025**

**Members/Alternates Present:**

Brown, Dace, Chair – Public Health Sciences  
Christou, Eliana - Mathematics and Statistics  
Cox, Kyle – Educational Leadership  
Gall, David – Art & Art History  
Libby, Garrison – Atkins Library  
Lipford, Heather, Vice Chair - Software and Information Systems  
Murtha, Timothy – Anthropology  
Reeve, Chuck - Psychological Science  
Tolone, Bill – Dean of the Graduate School  
Xu, Terry – Mechanical Engineering and Engineering Science

**Also Attending:** Barnes, Meghan - English  
Coffey, Lauren - Graduate School  
Cottenoir, Mitch – Office of Assessment and Accreditation  
Hall-Hertel, Katherine – Graduate School  
Wyse, Matt - Academic Affairs, Faculty Governance Assistant  
Zillante, Artie – College of Business

**Absent:** Bin Abdul Baten, Redwan - Health Management & Policy  
Ivey, S.L. - GPSG Student Representative  
Johar, Monica – Bus Information Sys and Operations Management  
Montanaro, Erika – Psychological Science

## I. Report of the Chair – Dace Brown

### A. Approval of the October 7, 2025, minutes

Lipford made a motion to approve the minutes, and Murtha seconded the motion. The motion was approved by a unanimous vote.

## II. Course and Curriculum Proposals

**A. ENTR – 6401: Entrepreneurship Practicum I**

**B. ENTR – 6411: Entrepreneurship Practicum II**

At the previous meeting, it was decided that these courses need a change to the course description. As Artie Zillante explained to the council, the two courses bookend the program, with ENTR 6401 taken in the first summer and ENTR 6411 taken in the second summer. The courses were not originally summer courses, which is why the meetings with mentors are listed

as monthly instead of weekly. There was also concern about the workload not reflecting a 3-credit hour class. Artie explained that the students will write up documents to create their business. Lipford noted that this needs to be reflected in the syllabus.

Chair Brown proposed that the course descriptions need to be changed to distinguish between the classes, the monthly meetings need to be changed to weekly, and the syllabi need to be updated. Reeve motioned to approve the proposals pending the changes. Cox seconded the motion. The motion was approved unanimously.

### III. Report of the Dean – William Tolone

Dean Tolone presented an update on funding for students. He announced that there will be new GASP awards for spring 2026 and fall 2026. If someone was admitted for fall 2025 but deferred to spring 2026, they will receive an award. All existing awards will be honored until completion.

There will not be any new MTART awards in spring 2026, but existing MTART awards will be honored. MTART is being reevaluated. There will be something that will provide awards to master's students, but it will not be called MTART. The goal is to provide assistance to more students, but not at the same level, as well as to provide more local control over the funds.

Dean Tolone also reminded the council of a decision from two years ago regarding who is responsible for funding tuition and health awards. The decision states that all positions created by departments and colleges are the responsibility of those departments. The Graduate School will help whenever possible, but it may be one time only. Start-up packages are the responsibility of the departments and colleges.

Other issues affecting student funding include a decrease in tuition revenue related to a decrease in international students; a cut in waiver funds; increases in tuition and health insurance; the lack of a state budget; and all GA positions currently being filled.

Solutions to the issue include tuition assistance grants, which are awarded to domestic students with need; the approval to use work study for graduate students starting in spring 2026; international students are now required to accept our health insurance; and moving students from the premium health insurance plan to the value plan.

### IV. Discussion Topics

#### a. Revision to graduate faculty criteria for the English Department

The council revisited the changes to the graduate faculty criteria after deciding at the last meeting that more clarification was required. Meghan Barnes from the English Department pointed out sections of the document that highlight the differences in expectations between faculty and associate faculty.

Lipford motioned to approve the changes and Reeve seconded the motion. The motion was passed unanimously.

#### b. Required Canvas Course Training for New Chairs - Katherine Hall-Hertel

Hall-Hertel informed the council of a proposed Canvas course for new faculty serving on committees. A pilot course was conducted with 18 faculty members, and the feedback has been positive. The course consists of 8 modules and can be completed in 2 to 3 hours. The course is designed for new committee chairs and members but can be open to anyone. She also reiterated that programs could have stricter guidelines than those outlined by the Graduate School in the course.

Murtha stated that he would like to bring this to his college. Chair Brown confirmed that the council has time to review the course and revisit it at the next meeting. Hall-Hertel said that she will provide an email to the members that can be shared with the appropriate people.

c. Committee for the Graduate School Dean's Annual Review

Chair Brown announced that three members are needed to serve on a committee to prepare the annual review for Dean Tolone.

V. Other Business

There was no other business.

Lipford motioned to adjourn the meeting and Reeve seconded the motion. The motion was approved unanimously.

The meeting adjourned at 1:51 pm.

The next meeting is scheduled for December 2, 2025.

Respectfully submitted,

A handwritten signature in cursive script that reads "Daniel Jones".

Daniel Jones