1. Announcements
   a. Graduate School Update – None

2. New Business
   a. Reapportionment Feedback Survey – The Policy Committee is in the process of working through a proposal to reapportion seats on the Graduate Council. This special meeting was called to discuss feedback obtained through a survey of the Graduate Faculty.

Additional feedback was obtained in Dr. Finelli’s meetings with deans/chairs/directors of the colleges and through conversation with other stakeholders. Faculty are passionate about this issue – some feedback was predictable, some useful in surfacing issues that need to be resolved.

Some items raised (by both the feedback and the Council) included:

- It is likely that the definition of Graduate Faculty will need to be refined. How would we change the definition for faculty that are not on the tenure track? How do we represent those in the Clinical/Practice track? We are excluding a group of faculty that deliver some of our biggest graduate programs? We have approved the programs that they teach but not for them to have representation on Council.
- What is the Council’s purpose and what purpose does diversity of representation serve? Generally, Grad Council reviews curriculum and new program proposals, represents grad faculty and grad students, and advocates for graduate education. The Council does not allocate resources (assistantships, tuition remissions, etc.).
- It might be helpful to clarify the reason why we need to increase the overall membership number of the Council. “Representation to claim your stake” has led to defensiveness.
- Could we add more than the proposed 15 seats? The current proposal is for 15 seats. Need to balance representation with having a functional committee.

A discussion regarding number of seats and the process unfolded. Points made included:

- Council could have 1 member from each department and representation of all Colleges.
- The diversity we are trying to capture is not necessarily divided along academic disciplines, but by program type (online, face-to-face, thesis based, course based, etc).
- Not all faculty are represented in the colleges (Randall Library and CMS, for example)
- Part of the issue is that disciplines may not matter. We need to be clear about who we are representing. What is the metric(s) we are using? Grad Faculty is not the only metric we can use. Should the primary metric be number of students per program? Number of student credit hours generated? Number of degrees awarded? What defines the “size” of a program for representational purposes?
- Historically, we don’t know how Grad Council representation was tabulated. The metric was based on graduate program “size” – not sure what that means. But in the past, number of faculty was probably more strongly correlated with number of students. What kind of formula could we come up with?
- Maybe the number of programs (instead of the disciplines) should be reflected, as well as the expertise in programs? Is the number of programs the least effective metric?
- It could be useful to look at number of grad faculty AND number of student credits in determining representation.
- We also need a balance of how programs are delivered. Rules impact different programs in different ways. How would we do that in policy? We need a rational, defensible mechanism for choosing the Council members.
- It is important to have as many perspectives as possible – clinical, practice, CMS, Randall. Rather than apportion seats, indicate diversity of program delivery and type of program. The number of people should represent all colleges. Can it be a general campus slate across the college?
- How do other colleges handle this? UNC Charlotte goes by the graduate faculty number.
- Are we in compliance on who teaches graduate classes?
If we agreed to 1 representative for each program, that would be about 40 +/- people on Council. If we added certificate programs, the number would be in the 70’s. Would we add Graduate Coordinators for each program? The answer is not straightforward.

The Dean added that all suggestions are on the table. Once the process is approved by the Council, it needs to get approved by 2/3 of the faculty and the by-laws would need revision. Would that ensure that everyone is represented?

It was agreed that we should take more time to study this as we need to make sure we have the right number of graduate faculty (if we are basing our Council representation on these numbers). The Dean stated that he is confident that we have a good faculty list in place as Dr. Donlin has cleaned it up recently and is in the process of establishing a paper trail of faculty appointments. There are faculty that are teaching grad courses that are not tenure track. We have a policy to create special approval for faculty.

How did we handle non-tenured faculty in Creative Writing? Is there a precedent for doing that? The Dean/Dr. Donlin will review this. Faculty should have distinction to vote if they teach.

The Dean suggested that the Policy Committee might start with changing the definition of Grad Faculty. Council members would then share this information with their departments as it would be better if the communication to departments came directly from each member. It is important that the message is consistent among all departments.

What kind of feedback do we want to get? For instance -- What does the grad faculty want to see from Grad Council? How do they want to be represented? The feedback will be provided to Council for further discussion. When we are satisfied with the definitions, we will present to the Grad Faculty for a vote.

It would be helpful to also notate what the Grad Council has done (say over the last 3 years) -- what we do vs. what we don’t do. Many of the tasks are curriculum related, with some policy issues/discussions. The Dean said this can be done by reviewing minutes of prior meetings.

After that, we can work on apportionment as it would be helpful to have a different distinction of people for the next couple of years. In upcoming meetings, we can develop a strategy to move forward.

3. Other -- None

4. Adjournment