

Executive Committee of the Graduate Faculty
December 14, 2006
Bradley Hall Room 247

3:00 - 4:30 p.m.

Attendees: Drs. Robert Bolla, Lori Russell-Chapin, Ed Sattler, Bernie Goitein, Rob Prescott, Jobie Skaggs, Prasad Shastry, David Zietlow,

Absent: Drs. Fisher Stolz, Zuzana Gullova, Sherri Morris, Rob Rowe, Kevin Finson, Sherri Morris

Guests: Kathy Beaty, Leslie Betz, Lynne Franks,
Bonnie Price

Meeting Called to Order

I. Motion to approve minutes from October 19, 2006 meeting– 1st Dr. Lori Russell-Chapin, 2nd Dr. Ed Sattler. Minutes approved

II. Addition to Agenda: None

III. Old Business:

Student at Large Committee (Leslie Betz, Dr. Ed Sattler, Dr. Lori Russell-Chapin). Dr. Lori Russell-Chapin reported the committee met to review current policy. Consensus was reached to retain current policy with two exceptions - insertion of minimum undergraduate cumulative GPA of 2.5 on a 4.0 scale and consent of the Graduate School Dean. Executive Committee accepted the change with a full consensus.

IV. New Business:

Faculty Thesis Referee – Dr. Bob Bolla asked if thesis committees should have someone appointed by the graduate school to ensure that the process is protected for both faculty and students. The appointee would simply serve as an observer to ensure quality control and report back to the graduate school if a problem were to arise. Dr. Rob Prescott voiced concern about adding an additional responsibility to graduate faculty. Dr. Ed Sattler stressed the importance that parameters be established regarding the role of the observer. Dr. Jobie Skaggs suggested that the observer also attend the prospectus meeting. Dr. Bob Bolla will take the comments into consideration and bring forward a proposed policy at a future meeting.

Workshop for Thesis and Technical Writing – Dr. Rob Prescott reported that The Writing Center historically and currently works with students who want assistance to

improve their writing. He invited faculty to ask The Writing Center to prepare workshops for periodic presentations geared toward specific disciplines.

Graduate Student Stipend - Dr. Bob Bolla raised the issue of Graduate Assistants holding outside jobs. Dr. Ed Sattler commented that he has attempted to monitor outside employment and asked if the Catalog has language addressing the issue. Dr. Bob Bolla responded “no.” Dr. Bernie Goiten asked if we can monitor outside employment. Dr. Bob Bolla replied “yes.” Dr. David Zietlow suggested developing a policy similar to the Conflict of Interest outlined in the Faculty Handbook. Dr. Ed Sattler agreed that his committee will take on developing a policy addressing this issue. He added that the policy needs to indicate a maximum number of hours that can be worked by assistants.

An additional issue, to be taken up by Dr. Ed Sattler’s committee, focused on student evaluation by the supervising faculty member. Specifically, evaluation is not currently stated in the Catalogue. Kathy Beaty stated that students must be notified of the evaluation. Committee agreed that placement in the Graduate Catalogue, at this time, was most appropriate location.

Graduate Faculty Status Approved – John C. Engdahl, CEGT, Full Time; Wendy Kookan, Nursing. No Objections.

Course Modification – ELH 699, Thesis, changed from 3-6 credits to 1-6 credits. Rationale, students can take one credit at a time which is more reflective of thesis progress. The change also allows for the University to better track thesis progress and student status. To be effective Summer of 2007. Approved.

Discussion turned to the need to tighten the In-Progress Policy. Dr. Bolla suggested a small course fee for continual enrollment.

MBA/EMBA – Dr. Ed Sattler provided a review of the MBA/EMBA similarities and differences. Specifically, when the EMBA was originally adopted by the Senate, the EMBA was equivalent to the MBA, however, offered in a nontraditional manner. Course titles are different yet coverage of core skills are covered in both programs that culminate in students earning an MBA. Drs. Ed Sattler and Bob Bolla have been working on ensuring that language and perceptions regarding the MBA/EMBA are accurate. No action needed by this Committee.

North Central Accreditation Focus - Dr. Bob Bolla presented the first of a series of issues that the Executive Committee will address in the upcoming year. Today’s focus was Assistantship Funding. Dr. Bolla asked Committee members to develop a plan regarding: (a) individual college need; (b) how assistantship funding would be used to increase the scholarly and teaching mission of Bradley; (c) attracting friends of the University to fund assistantships; and (d) features of specific graduate programs that might make attract funding. Dr. Bolla urged the Committee to think in terms of careers.

V. Adjourn – 4:06 P.M.

Respectfully Submitted: Dr. Jobie L. Skaggs

