

Graduate Administrators Council (GAC)
Minutes for Thursday, May 9, 2013
Koch Hall Board Room
9:00 am to 10:30 am

Attending: Brenda Neumon Lewis, Chair, Missy Barber, Osman Akan, Richardean Benjamin, David Selover, Robert Wojtowicz, Chris Osgood, Sharon Judge, Joanne Scheibman, Mary Swartz, Lynn Ridinger, Bill Heffelfinger, Ali Ardalán

Guests: Joann Bautti, Dennis Gregory, and Jim Duffy

Approval of April 25, 2013 Minutes

- Minutes were approved as submitted.

Discussion of DOJ Grant – Joann Bautti, Dennis Gregory

- Dr. Dennis Gregory and Ms. Joann Bautti came to discuss a grant they have received for University-wide training on sexual assault. The following issues were covered:
- The mission of the Women's Center is to eliminate obstacles to success, provide the tools to support students, and to provide a safe environment.
- Twenty-five percent of students are affected by sexual assault; of those 32% are violent assaults. During the first six weeks of school, the students are at their greatest risk.
- Twenty-two colleges were chosen to receive the DOJ grant. The purpose of the grant is to provide funding to educate students and increase awareness about sexual assault on campus. The University is receiving approximately \$7,000 per year.
- The University is implementing the program in fall 2013. Because of the grant, the University has the funding to make it happen. Every institution will have to implement a program of its own by 2014. It is mandated by law that all institutions in the United States that receive Title 1 funds must comply.
- The plan is to create an online video module, approximately 20 minutes in length that would address the first layer, the basics of the training.
- There are decisions to be made about how to enforce participation. Also, Hobson's is being considered to notify students about the training requirement.
- There are four target student groups. Incoming freshman, transfer students, international students, and graduate students. International students are considered a special pool. Separate sessions will be held for male and female students. The goal would be to be included in new student orientation, the week of welcome program and the SEES Wellness Program. Also, possibly, there can be GTAI Institute component for the training.
- In addition, the faculty need to be trained as well. Ms. Bautti advises that her group is available to come to faculty meetings in the colleges.
- Ms. Bautti provided an information packet that included important information and resources, including the YWCA 24-hour response hotline. Also provided in the packet was a Sexual Assault Incident Report form. Incidents can be reported anonymously as well.
- Ms. Bautti said that after the first step, the online video training, there will be face to face education.

- It was agreed that the training would be incorporated as part of New Graduate Student Orientation and the Graduate Teaching Assistant Instructors Institute.
- Ms. Bautti and Dr. Gregory asked if anyone had recommendations or suggestion to help them implement this important training to please let them know.

Announcements/Updates

- Graduate Student Organization Elections – Dr. Lewis reported that the Graduate Student Organization has elected a new slate of officers for the coming academic year. Danielle Forest, the current president of the GSO has agreed to participate on the Executive Board as immediate past president to help the new officers get oriented.
- Graduate Research Achievement Day Reception/Luncheon - Dr. Lewis indicated that the reception/luncheon for the participants in Graduate Research Achievement Day very well done and the students were very appreciative. They were excited that the president recognized them in this way.

Discussion of Continuous Enrollment – Ali Ardalán/Jim Duffy

- This is a follow-up to an on-going discussion about the continuous enrollment requirement.
- The subcommittee is looking at the option of allowing students to not enroll in the summer. However, we need to consider the financial impact and the procedural impact that would come with the change. Most institutions have a continuous enrollment policy.
- The subcommittee is proposing that if a student is not working with a faculty member, they do not have to enroll. The enrollment requirement would be monitored by the faculty member. This would only be an option after all dissertation hours are completed.
- The subcommittee wanted to know what the budget impact would be and asked Jim Duffy if it would be a feasible solution. Mr. Duffy advised that only 157-181 students enrolled during the summer are not getting a waiver, so the impact to the bottom line is only about \$100,000. Of those students, it is predicted that only a small number of students won't register.
- While there is an issue with students not registering as the policy requires, there is also the issue of the students not receiving assistance in the summer because the faculty member is not on campus, and also the issue of faculty not being compensated in the summer.
- Graduate resources are underfunded. Reducing the stream of funds may not be well received because it will cut down on tuition revenue. However, we should ultimately recommend what we think is right.
- Mr. Duffy also advised there has been some discussion of revisiting all charges and possibly going to a flat rate system instead of credit hours. Dr. Lewis thanked Jim Duffy for his research.
- Recommendation was made to move forward with proposal in the fall. First, it must be shared with the Provost, then Faculty Senate Committee B, and then shared with all faculty.

Additional Topics to Address in 2013-2014

- Maternity/Medical Leave policy in fall 2013
- Graduate student health insurance decision still pending.

- The position to assist International Teaching Assistants is still to be decided.
- Credentialing policy for Master's Students – Policy on Graduate Teaching Assistants ability to be placed in the classroom. A student must have 18 credit hours in content, plus supervision.
- Faculty summer compensation – Subcommittee is willing to work on this issue in the summer so that a proposal can be ready to move forward in the fall.