

Graduate Council Meeting Minutes

October 13, 2021

J. O'Brien-Brown, D. Blake, B. Fortenberry (guest), B. Mohan, M. Canuto, M. Cunningham, L. Dornier, S. Van Bael, G. Morris, K. Haugeberg, K. Tsubaki, D. Khismatullin, J. Clarke, A. Chaffee, L. Lukkarilla, Brent Koplitz, M. Adams, K. Andrinopoulos

1. Meeting called at 8:32
2. Approval of September Minutes, motioned by D. Blake, seconded by M. Canuto, all in favor.
3. Grad Council Meeting Dates for Fall 2021
 - a. November 10
 - b. December 8
4. Announcements
 - a. Deadline for sending in materials for Grad Council review – 1st Wednesday of the month
 - b. Fall Census Data: 5,346 total graduate and professional students. Down slightly from last year. We hover around 2000 students admitted to grad/prof programs each year. This year and last we had slightly fewer new students than usual.
 - i. Large increase in online programs, particularly in SPHTM and SSW, which has increased the number of full time grad students
 - ii. PhD and Master's programs are static
 - c. OGPS Fellows – application due on Friday, 10/15
 - i. 3 fellows, from any population we serve. We would like to have PhD students from a couple different disciplines and a master's student
 - ii. \$3000 stipend; roughly 10 hours a week through May
 - d. Update to Incomplete Policy – used to be a university policy that the I would remain on the transcript. Our policy reflected the earlier policy. We will be updating the language in the actual policy
 - i. This will not be done retrospectively.
 - ii. We will make sure that the policies are aligned across websites
 - e. Adobe Sign and digital signatures
 - i. Differences between what is needed for different purposes (university archives, ProQuest, fulfilling the degree)
 - ii. Most important thing is that the document has been approved by the faculty as complete
 - iii. Physical signatures are best

- iv. Important for the dean's office that it can be all electronic that the project was finished and approved.
 - f. Three Minute Thesis competition – for PhD students in their final one or two years. Tues, Nov. 16, 3 PM. Kendall-Cram Lecture Hall, LBC. Interested students should email Briana Mohan at bmohan@tulane.edu.
 - i. The winner goes on to the competition at the Conference of Southern Graduate Schools
 - g. Deadline for CGS registration – early bird registration has been extended to 11/1
5. PhD Reviews
- a. Scheduled for 2021-22. Updated deadline of 11/1 for self-studies, departments have been informed.
 - b. We're in the process of recruiting reviewers
 - c. Chair of this external committee must be a graduate dean
 - d. Departments being reviewed: Bioinnovation was mistakenly omitted from the circulated list but is being reviewed
 - e. Site visit will happen in the spring. Dates are TBD and based on reviewers' schedules. We do try to make sure that it is around the second week of the month so that it is easy to coordinate with a graduate council meeting.
 - f. After the visit, departments will have an opportunity to correct any factual issues. GC will then review and write a summary for the provost. Reviews are formative.
 - g. We will post and circulate the master schedule for reviews
6. Vote: Biomedical Sciences Stackable Certificates
- a. Certificates are new. They are based on master's programs that are already in existence.
 - b. Is this online or hybrid where students can zoom into class? They are scheduled courses within the curriculum, thus basically hybrid. Is this a new modality for you? SOM administration does not want fully online courses. Zooming in versus listening to lectures, versus online courses are different experiences.
 - c. Sports Medicine certificate is all online but goes through a rigorous process of development of the online course. May be a good model for how to do this effectively
 - d. This does require a bachelors, so that need to be indicated in the proposal
 - e. Tabled until November meeting while BMS gathers more information
7. Vote: Historic Preservation MS
- a. Change in the program from a Master of Preservation Studies to MS in Historic Preservation
 - b. Has been approved by SOA executive and curriculum committee
 - c. Summer internship: in the current program that summer internship will be moved to the second year. Currently it is scheduled during a semester which is onerous with the requirements of coursework

- d. Connection to Social Innovation SE. Does not have any graduate offerings currently, so SISE would have to add offerings (which may be under development within SOA)
 - e. How does this become a master of science? What are the criteria within Tulane. SOA already offers a masters of science and the MArch is listed with a science CIP code by the registrar's office. Adding a six credit lab course. Science and technology of architecture is being added substantially to the foundation of the program
 - f. Brent Fortenberry was hired in the spring as well as another faculty member with a science background who will be teaching labs. 4 full time faculty with 6-10 adjunct faculty working in the field throughout the Gulf South. Is it common to have that many adjuncts contributing to professional programs in architecture? Core TT faculty is 15-16 in SOA. 15-16 PoPs, supplemented by part time adjuncts
 - g. Vote: 13 in favor, 1 abstention, motion passed
 - h. Make sure that the proposal is submitted
8. Motion to adjourn at 9:17, B. Koplitz, seconded by L. Dornier