

Graduate Council Meeting Minutes

May 13, 2020

L. Pratt, D. Blake, J. O'Brien-Brown, K. Haugeberg, C. Ducat, L. Dornier, J. Ruscher, M. Cunningham, V. John, S. Mellman, T. Albrecht, A. Childress, M. Zender, B. Mohan, C. Fee, G. Morris, J. Jayawickramarajah, S. Hassig, M. Lewis

1. Meeting called at 9:03
2. Grad Council Meeting Dates for Summer 2020
 - a. We'll schedule for the second Wednesday of the month
3. Approval of April Minutes, motioned by L. Pratt, seconded by A. Childress
4. Announcements
 - a. General University Updates
 - i. Degrees will be conferred virtually on May 16 and commencement celebrations are being rescheduled for the Fall. No date has been set. Tulane.edu/together2020 is the link for commencement. Prelude starts at 1:45, program starts at 2.
 - ii. Unemployment for graduate students. Students may be eligible for benefits through the state of Louisiana. If your appointment was no-services only you may not be eligible. If a student had a compensated summer job lined up that fell through, they may also be eligible. Does not apply to international students who do not have permission to work.
 1. There may be more jobs that open up on campus for graduate students this summer
 - iii. Emergency aid for graduate and professional students
 1. Some money in the CARES act can be used for emergency aid for domestic students, which means that some of our funds can be allocated towards international students.
 - b. OGPS Updates
 - i. Chief Diversity Officer – Anneliese Singh. Will be a faculty member with an appointment in Social Work with a joint appointment in Psychology. Her partner will join OGPS 50%. Her partner has done work with online courses and linguistics. We were approved to hire another person for OGPS, but that has been postponed due to the hiring freeze.
 - ii. OGPS Newsletter
 1. Plan to put this newsletter out monthly. It had information from the university and community, events, job opportunities
 - iii. Orientation
 1. May be a hybrid model of some online resources, some in person.

2. Jennifer O'Brien-Brown will be attending a webinar soon about putting an orientation online and will try to get that information out to schools as well.
- iv. International student admissions
 1. International students can take classes online during the summer, no guidance on the fall yet. Work very carefully with OISS if a department wants to offer entirely online courses for international students in the fall. Programs aimed at Chinese students may be especially scrutinized. There may be more flexibility for continuing students versus new students.
 2. The European travel ban has expired, ban on Chinese travelers is still in place
 3. Some things may impact returning students depending on how long they've been out of the country (usually there's a five month limit)
 4. There is a letter that has been generated by graduate students in support of international students. CARES money is being directed towards domestic students so Tulane money can go more towards international students.
 5. Anytime OGPS puts a policy in place we do speak with OISS to make sure it doesn't negatively impact international students
 6. International students who are graduating but can't leave are also a vulnerable group.
- v. Advocacy for graduate and professional students with the administration
- vi. Career advising over the summer
 1. Will continue over the summer – contact Briana Mohan for appointments
- vii. Website to promote graduate programs that are still taking applications: <https://ogps.tulane.edu/content/welcome-office-graduate-and-postdoctoral-studies>
- viii. Website, particularly the career resources page, has been reworked
5. Summer hiring for graduate students
 - a. There may be more opportunities for on campus work
 - b. If you want to advertise work for graduate students in our newsletter, contact OGPS
6. University Catalog approval process
 - a. Provost wants to know that there has been a second set of eyes on any catalog changes in grad/professional programs.
 - b. Anything that needs the Provost's signature will go through GC
 - c. OGPS can approve minor changes. Other things may be notifications to Grad Council, some major changes will require a vote.

- d. Important for SACS – having a process in place is very relevant for our accreditation.
7. PhD students and multi-year Masters degree students annual reviews
- a. These should be in writing. We have a template posted that students and departments can use. The paper trail is important.
 - b. This is part of complying with the dismissal process, particularly for lack of progress issues.
 - c. We also want to know if students are doing well and should be nominated for prestigious awards.
8. Use of Duolingo English Proficiency Exam
- a. Undergraduate admissions has begun accepting the Duolingo proficiency exam in addition to TOEFL
 - b. If we want to make that available to the graduate communities, it will need to be approved by GC.
 - c. The initial reasoning was that TOEFL was not offered at home, but the TOEFL is now offered that way.
 - d. We'll send out a webinar/powerpoint so that it can be reviewed before our next meeting.
 - e. Request to check on the subscope testing as well, since that's what many of our schools are most interested in for admissions.
9. Fall format? We do not yet really know what the fall will look like. The president and provost will present some initial ideas later this month, and will have a long comment period for input. The president wants to have a firm plan in place by mid-June. Administrative Council has been involved in this guidance. There are many models being floated, hybrid models for education
- a. Viability of graduate programs has not been brought up at all.
 - b. We have been in good financial shape going into this, so while we expect to lose money this year, we do not expect to have to cut faculty and staff.
 - c. Research expenditures are up a lot due to a lot of grants (not just CoVid related).
 - d. Undergraduate admissions has been very strong.
 - e. One dorm will be designated as an infirmary.
 - f. Summer school enrollments are up, which may create more TA-ships.
 - g. Plans for testing on campus? This may be for undergrads in dorms, and faculty and staff to determine capacity in office buildings.
 - h. Within the Medical School all researchers coming back will be tested. This will work as a prototype for the whole school. SOM has a pretty substantial testing capacity.
 - i. There is some evaluation of breaks – Fall Break might not happen, in person courses might end at Thanksgiving so that there isn't any coming and going.
10. Meeting dismissed at 9:53, S. Hassig moved, seconded by J. Ruscher