

## Graduate Council Meeting Minutes

August 12, 2020

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

1. Meeting called at 9:00 am
2. Approval of July Minutes. Motioned by G. Morris, seconded by S. Hassig. All in favor.
3. Grad Council Meeting Dates for Fall 2020
  - a. September 9
  - b. October 14
  - c. November 11
4. Announcements
  - a. Last week, OGPS, SLA, SSE, BMS, and SPHTM had a webinar for graduate students. This was smaller to try to target mainly PhDs and research based master's students. Link will be posted on the OGPS website. Students who asked questions that weren't answered in the webinar received responses afterwards from M. Cunningham.
  - b. There has been a committee for reopening that has been downtown and one for uptown so that the different issues for the different schools/campuses are noted.
  - c. Application to be a remote learner was due last week though there may be some flexibility. Students will be coded as remote learners if approved, some fees will be waived (such as Reilly, Student Health Fee), but academic support fee will not be waived as that supports a lot of online support services, inter library loan, etc. Online MSW students can only use remote services, unless they are part of the testing protocol
  - d. All courses will be technology enhanced, but those are not well designed necessarily to be taken online exclusively. Professors can allow a remote learner to take those courses if it makes sense.
  - e. Remote learners are not allowed to be on campus as they will not be part of the testing protocol or contact tracing.
  - f. Wastewater is even being tested on the uptown campus
  - g. We are to some extent on the honor system – there aren't checkpoints for masks or test status at campus entrances.
  - h. Students from other local universities or high schools are only permitted to take courses online; they will not be allowed on campus.
  - i. ILC has invested a lot of money in tech and worked a lot on this. It will be a reorientation process to get faculty comfortable with the podiums.

- j. There will be a lot of challenges with helping students and faculty/staff anxiety while still managing teaching responsibilities.
5. OGPS Orientation for SLA, SSE, and BMS
- a. Launched on August 5
  - b. Approximately 250 students enrolled, 215 students completed (break down by school will be available later)
  - c. Other orientations around campus?
    - i. SPHTM will be online
    - ii. SSW online was last night, on ground will be Monday
    - iii. BMS is hybrid, with a small amount of in person
  - d. Can a checklist for students be added to the OGPS website? We will work on something.
6. Pay for graduate assistants working remotely
- a. Non-service fellowships should be fine for any graduate student, domestic or international, but still need to be reviewed by General Counsel.
  - b. Domestic students
    - i. Student's current location matters if outside the US
    - ii. Funding source matters
    - iii. Departments have to agree that the student can work remotely
  - c. International students
    - i. Students who are new to the US and new to Tulane can't be paid as a TA or RA, because they don't have US bank accounts and valid visas.
    - ii. Some countries understand that TAs are part of a PhD's development and would allow this work without undue tax complications, but some countries are much more strict – France for instance is very strict about this kind of work.
    - iii. Same concerns as for domestic students who are outside the US
    - iv. Most continuing students can be paid
    - v. RAs in general can be a real challenge because of export of data laws, funding policies of the granting agency
    - vi. OISS has been trying to gather this information from international students
    - vii. Departments that need more information should reach out to Kristy Magnier and OISS. Their international students should have been contacted by OISS.
  - d. There is a student who has been hired in SLA to teach two courses. This may result in students working more than the 20 hours that are stipulated by OGPS.
    - i. It is OK if it averages out to 20 hours, rather than is exactly 20 per week
  - e. What happens if a student gets sick and can't complete their duties? Generally the department will work to cover that. The TA will not be taken from the student,

but the chair/DGS may have to go to the dean to ask for more resources to help cover this.

7. Incomplete Policy that was emailed out can be shared with constituents.
8. Policy on credits for Master's degree with thesis
  - a. There was an oversight when we were putting together master's degrees. They must have at least 30 graded hours to get a master's degree of any kind.
  - b. We were asked to clarify this by the registrar's office.
  - c. Master's thesis is usually understood to be a year long endeavor, three credits per semester. Is it possible to have a one-semester thesis for three credits? If that is the case, the student still needs to have 30 credits so they would then need at least 27 hours of coursework.
  - d. We will communicate this to the schools, that they need to have grades – satisfactory/unsatisfactory would work.
  - e. Motion to accept policy moved by D. Blake, seconded by L. Dornier, all in favor.
9. Adjourned at 9:49, motioned by S. Hassig, seconded by D. Blake