

Graduate Council Meeting Minutes

July 8, 2020

M. Cunningham, L. Lukkarila, J. O'Brien-Brown, K. Haugeberg, L. Pratt, G. Morris, L. Dornier, J. Ruscher, T. Albrecht, V. John, B. Mohan, T. Fee, D. Blake, C. Pealer

1. Meeting called at 9:02
2. Approval of June Minutes, motioned by S. Hassig, seconded by L. Pratt. All in favor.
3. Grad Council Meeting Dates for Summer 2020
 - a. August 12
4. Announcements
 - a. OGPS Updates – new member, Lauren Lukkarila (llukkarila@tulane.edu)
 - i. Lauren joins us from Georgia Tech and has worked for 25 years in higher ed. Her background is in teaching Spanish and English as a Second Language. She has worked with international and domestic students on strategic reading and listening.
 - ii. Lauren will work with OGPS 50% and SoPA 50%
 - iii. She will go on a listening tour to see where her expertise can be of most use
5. OGPS Orientation plans
 - a. Need for faculty to speak about mentorship, academic integrity.
 - b. Should be a commitment of only a couple of hours.
 - c. Can be recorded by Zoom, or potentially by a videographer.
 - d. SSE: V. John – may help with both mentorship and integrity.
 - e. BMS: G. Morris and D. Blake will look into this (Lisa Wurtzel has done a scientific integrity powerpoint).
6. International student issues
 - a. Changes are coming down daily.
 - b. Updates from US Department of Education
 - i. Typically international students can only take one online course and maintain their visa status.
 - ii. In the spring and summer of 2020, that was changed to temporarily allow students to take all online courses. For Fall 2020, that will not be permitted for international students, though a hybrid model of education should be permissible.
 - iii. New students who can't get here won't be impacted because they won't be in an F-1 status. They may be impacted by time differences or other practical concerns associated with taking online courses.

- iv. Students graduating in Fall 2020 or Spring 2021 who are not in the US will not be eligible for OPT.
 - c. Categories of international students
 - i. Students new to Tulane and to the US. Would be mainly incoming first year graduate students.
 - ii. Students new to Tulane but not new to the US (these students may have studied at another US institution before being accepted to Tulane)
 - iii. Continuing international students who left the US within the past 5 months. Students' visas are eligible for up to 5 months, but will have to renew after that five month period
 - iv. Continuing international students who are still in the US with valid visas, much like our domestic students
 - d. There is a large group of students starting online and/or remotely in the fall. Will they be able to come and start in the spring? We do not know if students will be able to enter in the spring after doing the business school's program in China.
 - e. Graduate programs may have more flexibility to allow students to enter late.
 - f. New students who are not in the US cannot be paid to be a TA or RA. Continuing students can be paid up until the 5 months of their visa expires. **MAKE SURE TO COMMUNICATE WITH OISS ABOUT INTENTIONS TO HIRE REMOTE INTERNATIONAL GRADUATE STUDENTS.**
 - g. If students start with a remote foundational course and then get an interview and are able to get their visa in October, can they continue and then come in the Spring? We encourage those students to come as soon as possible and then continue the foundational course in the US. It may make more sense to have them come immediately following the end of the fall semester to not encounter problems with full time status. You may want to consider prorating stipends for students who arrive late.
 - h. Is there a definition of what would be too much online education for visa purposes? Not that we are aware of. Our courses are predominantly in person with a Zoom link so that individual students can attend remotely.
 - i. Travel ban issues are still an issue for students from the Schengen zone, Brazil, China, etc. There is also increased concern from the federal government about espionage in the sciences.
7. Update on Incomplete Policy progress
- a. We have been working with the Registrar about what this policy must include
 - b. All graded courses must have a grade. An I can only be issued with a timeline for when it will be resolved to an actual grade, per the Department of Education.
 - c. Our peers Vanderbilt, Boston University, and Emory have set the deadline as 1 year, Rice and Emory Health have 1 semester.

- d. Having different timelines for different degree lengths (ie, 2 years for a PhD, 1 for a 2-year master's degree) is currently impossible in Banner.
 - e. We're proposing that we give students one academic year to complete the course before the course would change to an F/I.
 - f. Faculty can still go back and change the F/I to an earned grade.
 - g. Could faculty still set a shorter deadline? Yes, a faculty member could set that and if the student doesn't complete in the agreed upon time, then the faculty could go in and assign the grade A full year is a long period of time for master's students who are here for 1.5-2 years and it may not be appropriate for them.
 - h. We want to create a policy for all graduate students at Tulane. Schools and departments will be welcome to be stricter, but this will serve as a floor. We will make this clear in the policy.
 - i. We are not preventing faculty from changing the grade at a later point, but it has to convert to a grade.
 - j. Can we say 12 months instead of academic year since some programs run year round? Yes, we should be able to make that change.
 - k. It is the student's responsibility to engage with us if they need more time to complete. We may be able to extend the I.
 - l. How does the I get extended? Reach out to the Registrar's Office
 - m. This could be useful for departments with students who are on the cusp if they need to take action. Additionally, a student is not in good status for Financial Aid purposes if they have either an F or an I on their transcript.
 - n. You can only change the grade before the degree is granted.
 - o. Motion to adopt the policy that after 12 months a grade goes to I/F, made by L. Dornier, seconded by S. Hassig. All in favor.
 - p. We'll send out a policy for all to share.
8. Updates from Student Affairs: They are working on accommodations for domestic students who can't be on campus. This will not apply to international students who have other concerns. Additionally, Erica Woodley sent out an email to all students after there were large parties across the holiday weekend stating that students in violation of university policies about gatherings will be at risk of suspension or expulsion.
- a. There will be a residence hall that functions as an infirmary for both undergraduate and graduate students.
 - b. We may need to include the letter from Dean Woodley or her guidance in our orientation as it also applies to graduate students.
 - c. The mayor could put New Orleans back to Phase 1 with 25% occupancy which would basically shut Tulane down.
 - d. What has been communicated to the students? We will ask for a copy. We have also asked for responses to be categorized by undergraduate, graduate, and professional students.

9. Lauren's role

- a. She may help facilitate new students who are at a distance to adjust to grad school. It may be difficult for these students to engage meaningfully and access university resources. This could provide students support without overburdening faculty who will also have in person students.
- b. May be handled within Canvas. Students could either find this for themselves or faculty could direct them. This could be a similar resource to the success center for undergraduates.
- c. Is there a way to help prepare our senior undergraduates for graduate school? This could be part of efforts to encourage 4+1 programs.

10. Meeting adjourned at 10:08, motioned by G. Morris, seconded by L. Pratt