

**Graduate Council Meeting
October 14, 2015**

Present: R. Ager, M. Cunningham, K. Elfer, A. Enami, G. Didier, S. Grayson, G. Morris, A. Robison, C. Rodning, B. Shay

Absent: R. Adderley, A. Childress, C. Dunn, M. Herman, L. Pratt

M. Cunningham called the meeting to order at 8:35 a.m.

1. Approval of September Meeting Minutes

G. Morris moves to approve; K. Elfer seconds the motion.

2. Election of Graduate Council Vice-Chair

M. Cunningham shares the duty of the Vice-Chair: to lead meetings in the event the Chair is not available to attend, and to consolidate the Graduate Council's recommendations during the external PhD Review process.

M. Cunningham nominates G. Morris as Vice-Chair; R. Ager seconds the motion. All approve.

3. Graduate Checklist Template

The Graduate Council wants to ensure all departments have access to a basic template to review graduate students on an annual basis. Departments are able, and encouraged, to modify the template to suit their needs but may use this document as a basic template. This is a suggested starting form – this is not a mandatory form. This checklist will help in our SACS accreditation to ensure that departments are reaching their goals and will hopefully not be too cumbersome on the department or faculty.

This was developed primarily for doctoral level students from year one through graduation; Master's level students would not necessarily be required, as their tenure on campus is short. It is up to the individual departments to determine the start point and evaluation methods; the department should determine the criteria as to whether a student is "on-time" or what "adequate progress" may be.

A. Enami suggests that this form may discourage the departments that are providing outstanding mentorship as they may adopt the form rather than keep your current status quo. He suggests there should be a more specific and in-depth policy related to graduate student dismissal and that the process not be based solely on the merits of the form.

The Graduate Council believes this form will prompt students to be more proactive in changing their behaviors if they are not meeting expectations. K. Elfer says, as a PhD student with a new

mentor, that this form is useful is for helping her develop a more rewarding mentor/mentee relationship.

4. Graduate Recruitment

The Terminal Degree Marketing Grant call for proposals has gone out; OGPS added an amendment to this year's proposal for diversity recruitment. Tulane has reviewed comment from both our external PhD Reviews and our SACS accreditation for not having diversity recruitment plans in place.

CGS (Council of Graduate Schools) has sent the list of McNair students to the departments. An email has been sent out to directors of graduate studies to encourage them to use this resource for recruitment.

With this information, what does OGPS do with students interested in our programs? OGPS does not want to overstep its bounds, but wants to assist the departments in their recruitment efforts. The Graduate Council recommends submitting these names of interested students to the departments.

5. PhD Reviews:

There are 5 programs under review: Anthropology, City, Community, and Culture, Economic Analysis & Policy, Latin American Studies, and Latin American Studies/Art History.

Latin American Studies and Latin American Studies/Art History: is there a need to have two reviewers, one for each program, or can one reviewer review both programs? Within the last five years, only two students have graduated from the LAS/Art History.

Tentative dates: February 15-16, February 25-26, February 29-March 1, March 3-4, and March 7-8.

6. CSGS Outstanding Mentor

Dr. William Balee, Anthropology, will be nominated on behalf of Tulane University for the Council of Southern Graduate Schools.

7. Graduate Health Webinar

Student Health Services recently hosted a graduate and professional student health webinar. They are providing dissertation support, both on the downtown & uptown campuses. Students and departments are encouraged to review their resources: <https://youtu.be/5zLokHiPluw>

8. 3-Minute Thesis Updates

This is the first year that Tulane will have participated in the 3 Minute Thesis competition. It is an opportunity for graduate students to present their research to a layperson audience. If you

have students who you would like to participate, please contact B. Mohan at bshaymoh@tulane.edu; there is room for up to 3 more participants.

The grand prize will be \$300 provided by GSSA; there will be a People's Choice Award prize of \$200. This will be Wednesday, November 11th at 3:00 PM in Kendall Cram.

9. Other Business

Is there an option for PhD students to utilize library resources after they graduate to help with the job search and research tools? Dean David Banusch will attend the next Graduate Council meeting to discuss.

M. Cunningham adjourned the meeting at 9:45 AM.