



# Minutes of the Graduate Board

*Wednesday, November 18, 2009*

3B Conwell Hall, Main Campus

2:30 – 4:30 p.m.

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## **Members Present:**

William Aaronson, Daniel J. Canney, Thomas Gould, Barbara Hoffman, Richard H. Immerman, Daniel Kern, Dan A. Liebermann, A. Marjatta Lyyra, Wes Roehl, Michael Sachs, Paul Swann, Pablo Vila

## **Ex-Officio Member:**

Richard M. Englert, Interim Dean, Graduate School  
Zebulon Kendrick, Associate Dean, Graduate School

## **Graduate School Staff:**

Cheryl Jackson, Assistant to the Dean  
Kathryn Petrich-LaFevre, Director of Graduate Information

## **Approval of the Minutes:**

Dan Liebermann motioned to approve the minutes of October 22, 2009. Daniel Kern seconded the motion. The motion to approve the minutes was unanimously passed.

## **Business:**

The first order of business was the structure of the Graduate School. The Associate Dean advised that the Policy Committee had met two weeks earlier to discuss revisions to Policy Number 02.20.01, which was instituted in December 1975 and amended in March 2006. The policy as it currently stands filters all matters of the Graduate School through the Board of Trustees. The Interim Dean presented a “working policy document” to the Graduate Board, which details revisions suggested by the Policy Committee. He noted that the official policy document is lengthy and laden with operational details. Thus, the goal is to forge a document that focuses on policy. Toward this end, he also offered a companion sheet of day-to-day operational guidelines culled from the policy document.

Among the changes in section I: The Graduate Faculty, details about membership on the Graduate Faculty were removed; operational details were extracted; and references to the Board of Trustees were deleted. In addition, the name of the “Graduate Board” was changed to “Graduate Council,” deferring to the Board of Trustees as the only board at Temple. Section II: The Graduate Council details the makeup of said council. Graduate student representation, which was present in the 1970s on the Graduate Board, was discussed.

### *Board Response:*

One Board member suggested that for student representatives to have a voice, they should be asked to serve on the graduate affairs committees of their schools and colleges. Another member found two faults with this, stating that protecting the time of graduate students was important and questioning whether the Graduate Board ought to be mandating policy for schools/colleges. A third member noted that representation by the allotted three students would be merely token, given the diverse needs of master’s and doctoral students. A fourth suggested

consulting with the graduate students as needed. The Associate Dean noted that many committees in the schools/colleges do have graduate representatives serving. It was further noted that no graduate students have attended Graduate Board meetings in the past ten years or so. Without a voice and a vote, they did not feel compelled to participate.

In response, the Interim Dean suggested that representation by three graduate students be revised to “consultation” with graduate students “as appropriate” in the policy document. In the operational guidelines document, he suggested a note that schools/colleges be encouraged to consult with graduate students as appropriate or to include graduate students on their committees as appropriate.

Further to section II: The Graduate Council, all information about electing the membership was extracted and moved to the operational guidelines document. It was noted that any program not under the jurisdiction of the Graduate Council would hold ex-officio status on the Graduate Council and would, therefore, not have a vote.

In section III: The Designated Head of the Graduate School, the responsibility for issuing admission letters to applicants was removed from the Graduate School. The intent is for the deans of the schools/colleges to prepare such letters since schools/colleges make their own admissions decisions. In section IV: The Deans and Graduate Committees (or Their Equivalent) of Schools or Colleges saw the addition of “or Their Equivalent.” Finally, section V: Amendments established the President as the authorizing body for amendments to the structure of the Graduate School, thereby removing said onus from the Board of Trustees.

Following the discussion, the Interim Dean suggested that the next steps are to present the policy document both with tracked changes and as a clean revised version first to the deans and then to the whole Graduate Faculty. Following the meeting of the Graduate Faculty, an electronic vote would determine whether to move the revised policy document forward for the Board of Trustees’ approval. This is expected to occur early in the Spring 2010 semester.

In old business, a Board member suggested that the Graduate Board be designated as a party of special interest so that they might meet the candidates for Senior Vice Provost for Research Administration and Graduate Education.

Finally, in new business, concerns were raised that some departments allow non-Graduate Faculty to vote on graduate issues with the end result that important issues are voted down. The Interim Dean suggested that this concern be raised with the deans of the schools/colleges with affected departments. Another member asked about the availability of theses online. The Associate Dean advised that Temple’s doctoral dissertations are now available through ProQuest online and that we are quickly moving toward submission of master’s theses online as well.

**Adjournment:**

The meeting adjourned @ 3:55 p.m.

The next Graduate Board meeting will be held on Main Campus, 3B Conwell Hall, on Thursday, January 21, 2010, @ 2:30 p.m.