

GRADUATE COUNCIL MINUTES
April 4, 2017

The Graduate Council met at 9:30am in the Memorial Tower Conference Room with the following members present: Adams, Cai, Chance, Eades, Frick, Kelso, Lane (ex-officio), Lindau, Massé (ex-officio), Page, Perry, and Pojman. Absent members were de Queiroz, Gansle, Lee (ex-officio), Lockridge, Marchand, Mocan, Ortner and Porter.

Minutes of February 20, 2017 and March 7, 2017

The minutes from the February 20, 2017 and March 7, 2017 meetings were moved for approval by Perry, seconded by Chance, and the motion was passed.

Dean's Report

Graduate School Website: Massé encouraged Graduate Council members to view the Graduate School website for updates on policies that were revised or created this semester.

TOEFL Changes: The new regulations made by the federal government regarding TOEFL scores were added to the General Catalog. A waiver cannot be granted due to low TOEFL scores, since the applicant cannot receive a VISA.

Graduate Student Health Insurance: A committee has been formed to discuss what health insurance options are available for international students. Massé and Lee are members of this committee.

Online Committee: The committee will discuss policies and procedures for online students. The policies and procedures will be similar to those on campus students. An email ballot was sent to the Graduate Council to approve two changes for online students.

- The last day to add courses has been changed to the fifth day of classes, which is similar to the 14th class day for on campus students.
- Online students have one calendar year to not enroll before having to reapply to the Graduate School.

Academic Bankruptcy: The Graduate Council approved via email ballot the policy on Academic Bankruptcy for graduate students. The Registrars' Office has informed the Graduate School that this policy must go before the ASH (Admissions, Standards, and Honors) committee for approval.

- Students who have been dropped from LSU because of a graduate-level GPA of less than 3.0, and who have then not attended LSU for a period of at least two consecutive calendar years may declare academic bankruptcy and apply for re-admission to the university. Under this policy all graduate-level work taken at an earlier date is eliminated from computation of the grade point average and cannot be applied toward a degree at LSU. Such work will remain on the student's scholastic records and transcripts, and can be considered by the department in the re-admission process, but will not be used in the computation of the graduate grade point average.

Students qualifying for academic bankruptcy who are recommended for admission by their academic department will be admitted on academic probation.

Plant Pathology course changes: The Graduate Council approved via email ballot the department's request to change the number of required hours from 59-60 to 56-57 credit hours.

Budget: The legislature is in session. There will be discussion on changes to TOPS. Massé indicated that there will be raises for faculty, staff, and graduate students later this year. She had no additional information to report regarding the budget.

Academic Affairs Report

No report.

Chairs Report

No report.

Old Business

New Business

GSA Broadcast Email Proposal: Aaron Harrington, current Vice-President and incoming President, presented a proposal for the GSA (Graduate Student Association) to have access to broadcast emails. The officers of the GSA are elected by graduate students. The GSA officers represent graduate students from across campus to the Graduate School Dean and upper administration. The GSA officers also sit on committees across campus for input. The Student Government does not have a way to communicate directly to graduate students. The Graduate School sends broadcast emails and does not target certain disciplines. The GSA is working with the Graduate School Dean to get communication out to all graduate students. Currently, the policy is one email a month, which may not be enough. Sometimes the email contains too much information and would be better to be sent in separate emails. The GSA believes they need more flexibility. Since the emails are sent from the Graduate School, the GSA believes that the feedback is not going directly back to the GSA officers. If the GSA had a listserv, graduate students could opt in only and has a maximum of 500 people per listserv. There would be no way to gather information on which graduate students to include on the listserv. The broadcast email would allow all graduate students to be added since there is no limit and no one could opt out. The broadcast email access presents a security issue. The Dean of the Graduate School's Office controls access and the GSA requests access to send broadcast emails. Only the GSA president would have access to send out a broadcast email. Currently the GSA does use social media; however, graduate students have to opt in to receive information from social media sites.

Strategic Communications limits the number of broadcast emails that can be sent out and if abused, the Graduate School would lose the right to use broadcast emails. At that time all emails would have to go through Strategic Communications.

The criteria and stipulations would be as follows:

The following protocol and procedure is proposed to the Graduate School as a mechanism for

allowing the GSA email address (gsa@lsu.edu or its successors) to have access to send emails to the Broadcast list (broadcast_all_grad_students@lists.lsu.edu or its successors).

1. The password, and access to, the GSA email address (gsa@lsu.edu or its successors) shall be known only to the President of the GSA.
2. The GSA's use of the Broadcast list will remain consistent with LSU's Guidelines for Sending Broadcast Emails. (<https://grok.lsu.edu/article.aspx?articleid=14990>)
3. The GSA will be allowed to send at maximum, one email per week. If an email is not sent or scheduled to be sent that week, the opportunity to send is lost.
4. The GSA will submit to the Graduate School any and all email communications with at least one week's notice, with a request for a particular date for distribution.
 - a. If the content of the email requires approval from another academic/administrative unit, the GSA will provide such approval with the submission, or shall obtain it at the request of the Graduate School.
 - b. If approval by other academic/administrative entities causes such delay that the email can no longer be sent during its scheduled week, then the GSA must obtain approval for the message to go out the following week, and reschedule any other messages accordingly, based on the availability/timeline set by the Graduate School.
5. The Graduate School, upon receipt and confirmation of the email's contents, shall designate the date that the GSA shall be allowed to send the email. If the GSA fails to send the email on the designated day, that email shall be forfeit, unless express permission is given to send it on another day that week.
6. The misuse of the Broadcast list, including, but not limited to, sending of an unauthorized email, sending an email without approval, or sending an email on a date not specified, are grounds for the immediate revocation of GSA's Broadcast list privileges.
7. The Office of the Dean of the Graduate School, as the owner of the Broadcast list address (broadcast_all_grad_students@lists.lsu.edu or its successors) reserves the unilateral authority to determine which email addresses may send to the Broadcast list address, and may revoke the GSA's Broadcast list privileges at any time for any reason.

Massé agreed to increase the number of broadcast emails sent monthly on behalf of the GSA. She will encourage communication and use what is in place. The Graduate Council agreed to approve the proposal; however, not grant access to the broadcast email password. Kelso moved to deny password access, Pojman seconded, and the motion was passed.

Biological and Agricultural Engineering PhD: David Constant, Department Head, and Cristina Sabliov, Department Graduate Advisor, presented the proposal for a doctoral program in Biological and Agricultural Engineering. The letter of intent was approved by the Board of Regents and Board of Supervisors in June 2016. The proposal has been approved by the department and the College of Engineering. In the last two departmental program reviews, it was recommended that the department have a doctoral degree program. Currently students may obtain a bachelor of science, master's degree, and a PhD in Engineering Science with a concentration in Biological and Agricultural Engineering. The

Engineering Science doctoral degree is outdated for this program. The Biological and Agricultural Engineering doctoral degree will require less course hours and more research hours. The focus of the breadth of study with the faculty in this department can be broad. The focus areas include bioprocess, biotechnological, biomechanical, biochemical, biomedical, agricultural, and bioenvironmental engineering. In order to continue the growth of the program, it is important to establish a new doctoral degree. This is important to compete with peers. The degree will require 42 credit hours and 12 hours of dissertation research.

Kelso moved to approve, Chance seconded, and the motion was passed.

Doctor of Design removal of GRE requirement: Alcibiades Tsolakis, Dean of College of Art and Design, and Lake Douglas, presented the proposal. The Doctor of Design was approved by the Graduate Council last year. The proposal is requesting to remove the GRE requirement for this program. Currently, there are 12 students interested in this degree. The potential students are working professionals who want to return to school after many years in the workforce (5-10 years). Students will be required to submit a portfolio of what they have done in the workforce and provide a program of study. Students will be prepared to go back to the workforce with knowledge learned from this program. This is a broader degree; therefore, a dissertation is not required for this degree, but a final project is required. Removing the GRE requirement will make it easier for those working professionals wanting to apply to the program. Students who have recently earned a bachelor's degree or the MFA do not have interest in this program. The GRE is not required for all programs (i.e. DMA). Students who have earned an MFA may apply to this program and MFA programs do not require the GRE. Doctor of Design programs are not common. The Carnegie Mellon Doctor of Design degree recommends the GRE, but does not require the GRE.

Kelso moved to approve, Perry seconded, and the motion was passed.

Graduate School Awards: Lane reported on the following awards:

Dissertation Academic Year Fellowship: Lane sent an email to Graduate Council members to ask for volunteers to review the Dissertation Academic Year Fellowship nominations. There are fewer nominations than in the fall semester. Next year there will be only one competition. Offers will be made in the spring if someone graduates and funds are available. The original application pool will be used for spring offers. There are usually 10 fellowships offered each year.

National and International Individual Fellowship: These awards are limited and are to assist students on fellowships with tuition and out-of-state fees to help bridge the gap.

Huel Perkins: Extra Huel Perkins Fellowships were awarded this year due to additional funds the Graduate School had.

SREB: The Graduate School was awarded 4 SREB (Board of Regents) Fellowships. A general call will go out for nominations for this award with a quick turnaround.

Executive Session

Standing Committee Reports

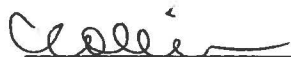
Promotion and Tenure Committee: No report.

Graduate Faculty: No report.

Awards Committee: No report.

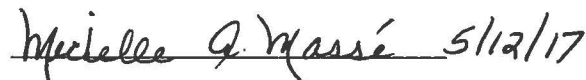
The meeting adjourned at 10:48am.

Recorded by:

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Chantelle Collier, Assistant to the Dean

Approved by:

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Michelle Massé, Dean Graduate School