

**Graduate Council Minutes**

GC approved June 2, 2017

Sent to ACC June 6, 2017

ACC Approved October 24, 2017

**Meeting Date:** May 23, 2017 | Old Main 340, 12:00 p.m.

**Members Present:** Bob Mitchell, Roger Anderson, Michael Fraas, Eric Hervol, David Hooper, Wayne Landis, Sarah McDaniel, Misa Shimono, Clint Spiegel, Mark Staton, Bertil Van Boer

**Excused:** Elizabeth Boland, Darian Dixon, Yudong Liu, Kristin Mahoney, Karen So, Ruth Sofield, Nick Stanger

**Ex-Officio:** Kathleen Kitto, Michael Barr

**Guests:** Kevin Leonard, Rand Jimerson

**Minutes prepared by:** Mia Yakawich, Graduate School

**Meeting called to order by Chair Mitchell at 12:02**

**I. Graduate Council discussed the following items:**

1. History Program Review and Action Plan
2. Program Review Updates

**History Program Review and Action Plan**

The History Department has recently voted to support the continuation of the MA in History and Certificate in Archives and Records Management Programs. Mitchell explained that the purpose of the Council’s meeting with representatives Kevin Leonard and Rand Jimerson is to review the History Program’s response to the Program Review. The goal is to establish a timeline for implementing program recommendations.

Leonard and Jimerson mentioned that the History graduate programs have received good support. Some people who previously hadn’t been engaged in the program expressed their commitment to support the program and be more involved. Members of the department were especially interested in creating a five-year BA/MA program. No working group has been established yet, so an ad hoc committee will explore what it would look like to have a 4 + 1 BA/MA program.

The Council reviewed the recommendations in the 2016 History Program Review.

According to Leonard, MA in History Graduate Program Advisor Chris Friday individually meets with admitted students and, based on their interests, steers them toward faculty members who can chair their thesis committee.

Hooper asked if students might be steered toward a faculty member who is unsupportive of the graduate program. Leonard said that it was a potential problem. However, Jimerson added that the department’s active interest in the 4+1 option would minimize thesis advising as a point of concern. In addition, the review committee will try to move towards identifying a specific potential advisor for admitted students. This mechanism will be in place before students are admitted in the 2018 cycle.

Mitchell suggested that the History programs work with the Graduate School to modify the application, tailoring it to be more helpful for making admissions decisions.

Kitto asked for a timeline of progress on changes to expect in the coming year. She offered Graduate School support to make sure that the handbook is available in the fall. Jimerson said that he and Chris Friday will finish preliminary revisions with the graduate committee in the next two weeks. He will offer a progress report to the Council by mid-September.

Leonard added that department members are interested in recruiting more effectively. The department may request Graduate School support for recruiting and converting admitted applicants into students.

Kitto emphasized that the follow up report for fall should outline the ways that incoming students have support. Ideally, it should also include a roadmap for where the program wants to go in the next year.

**Action:** Staton moved to approve the History Program response to the Graduate Council’s Program Review. Spiegel seconded, motion approved.

**Program Review Updates**

Mitchell announced that he received all but one of the Program Reviews. He'll send them out shortly, and the Council will review them at the June 6 meeting. The Council will also discuss the Adult and Higher Education Program Action Plan at the next meeting.

Adjourn.