

**MINUTES
COLLEGE OF ARTS AND SCIENCES
COUNCIL FOR RESEARCH AND GRADUATE STUDIES**

MEETING: February 4, 2019

MEMBERS PRESENT: R. Cohen, E. Delavega, T. Dooley, M. Garzon, E. Groenendyk, A. Hill, S. Keith, F. Nogueira, C. Powell, S. Roakes, T. Roche, J. Scraba, X. Shen, P. Simone, O. Skalli, M. Trapp, R. Triggiani, D. Unowsky

MEMBERS ABSENT: W. James

GUESTS/PROXIES: M. Laradji, J. Lariscy (proxy)

1. Approval of minutes from the December 3, 2018 meeting

There were no corrections or additions to the minutes. Dr. Cohen moved to approve, and Dr. Garzon seconded. All voted in favor.

2. Proposed PhD program in Physics and Materials Science

Council representative Xiao Shen and guest Mohammed Laradji presented the proposal for a PhD program in applied physics. Some concerns were raised regarding the course structure of the program, and the issues were discussed in some depth.

Dr. Delavega moved to approve the program proposal and to submit it to the University Graduate Council, and Dr. Simone seconded. All voted in favor.

3. Reports from the December University Graduate Council meeting, January College Directors meeting, and February University Graduate Council meeting

Dr. Kreuz reported that all the CAS curriculum changes were approved at the December UCGS meeting.

He reported that graduate enrollment for the spring was up up 2.3% year-over-year (undergraduate enrollment was down 2%).

He informed the Council about upcoming Graduate School events during Graduate Education Week:

March 25: Student Research Forum (9-1:30, UC ballroom).

About 100 judges will be needed, so it is important to encourage your colleagues to volunteer.

March 25: Graduate School Information Fair (1:30-4, UC River room)

Tori will be requesting volunteers (faculty or grad students) from each department.

March 26: Graduate School information table (11:30-1:30, UC Atrium)

March 27: GSA roundtable event (12-2, UC Senate Chambers)

March 28: Thesis lightning talks (5-7, FIT)

These will be twelve talks of 5 minutes each.

4. Curriculum changes deadline for 2019 & Graduate Faculty Status (Tori)

Tori informed the council that the curriculum changes deadline will September 1st. Submission can begin on May 1st. She stressed the importance of the information being submitted correctly. She pointed out an issue last year in which 4/6 classes that were submitted did not match. We are not sure if we will be submitting only via Curriculog for the 2020-2021 submissions at this time, or if the changes will be made using the old forms. The undergraduate changes will be submitted only via Curriculog. Changes to the Graduate Catalog should appear in March.

Tori reported that Graduate Faculty Status sheets have been distributed. She said that those with expiring status need to renew, and the deadline is the end of February. Yellow highlighting on the status sheets means that individual's status has expired, and orange highlighting means that it will expire this year.

5. New business

Dr. Kreuz informed the Council about a new faculty award, the Deborah Talbot Summer Research Award in the Humanities. The announcement was sent out by Associate Dean Tollefsen on January 29 to the relevant departments. It is a \$5,000 award to a tenured or TT faculty member in ENGL, HIST, PHIL, or WW&L.

The award can be used for travel, books, or summer salary. A 3-page proposal, budget, CV, and endorsement letter from the department chair will need to be submitted to Tori by March 1st. The committee will be composed of one faculty member from each department.

Dr. Keith asked about UniCas. Dr. Kreuz replied that we it is now in the testing phase.

6. Adjournment

Dr. Dooley moved to approve. The motion was seconded by Dr. Simone, and all were in favor.

Minutes prepared by Victoria Tardugno based on notes supplied by Dr. Kreuz.