

The University of Alabama in Huntsville
Graduate Council Minutes

October 16, 2020
2:00 PM Via Zoom

x	Ellise Adams, NUR		Robert Griffin, SCI Assoc Dean
x	Michael Anderson, ENG Assoc Dean	x	Wafa Hakim Orman, BUS Assoc Dean*
x	Jennifer Bail, NUR	x	Phillip Ligrani, MAE
x	Yeqing Bao, Int'l Srvs Assoc Dean*	x	Matthew Niemiller, BIO
x	Dylan Baun, HIS	x	David Moore, Library*
x	David Berkowitz, Grad Dean*		Jason O'Brien, EDU
x	Joseph Conway, EH	x	Tingting Que, FIN
x	Eric Fong, MGT	x	Janet Waller, Registrar*
	Karen Frith, NUR	x	DongSheng Wu, MAT
x	Junpeng Guo, ECE		

x Present

* Non-voting member

Proxy:

Ellise for Karen

No proxy for Jason

Visitors Present:

John Pottenger

Jennifer Staton

OLD BUSINESS

September's Minutes

- A motion was made by Junpeng Guo to approve the minutes as written. The motion was seconded by Joe Conway and the vote was unanimous to accept.

Fall Thesis/Dissertation/Scholarly Project Deadlines

- Dr. David Berkowitz asked peer graduate deans if they were allowing extensions for submitting thesis/dissertation/scholarly projects and many confirmed there were. Universities were split on whether or not students had to register and pay for an additional semester. The question was asked if our students should be exempted to pay because of the disruption of Covid-19 on research.
- Dr. Junpeng Guo noted one of the labs on campus is currently not open implying there may be a cause for exemption. David encouraged Junpeng to reach out to the center director, Dr. Pat Reardon, and ask him to apply for the lab to be open with the necessary precautions. Dr. Michael Anderson also noted there is no reason labs in his college should not be open if they have a plan in place to protect students and faculty.
- Dr. Dylan Baun mentioned he appreciated David reaching out to other universities, but he was able to assist the students he previously mentioned with their research delays. Dylan was also open to the idea of discussing exemptions on a case-by-case basis.
- David noted peer institutions commented that their enrollment seems artificially inflated because students were not able to graduate on time. This will mean future graduate enrollment will continue to be lower in the following semesters when current students are able to complete their research and degree.

NEW BUSINESS

Fellowship and Graduate School Advising

- Ms. Jennifer Stanton was invited to speak about her current role as the Fellowship and Graduate School Advisor at the University. Her position began in April at the Honors College, but she noted she meets with all university students, not just honor students.
- Jennifer's current focus is to help students with all fellowship funding opportunities in all majors and concentrations. She provides advising and application guidance for scholarships, fellowships, and graduate school applications. Jennifer also helps students identify fellowships suited to their major, career interest, and research interests.
- Specific funding opportunities: NSF GRFP, Fulbright (Research and Teaching Assistant), Barry Goldwater Scholarship, DAAD RISE, Marshall Scholarship, Harry S. Truman Scholarship
- A question was asked by Dr. Yeqing Bao regarding how many students are applying for funding opportunities. Jennifer indicated the number is sometimes

limited because a university is often capped by the number of submissions allowed from a university, but generally she's had about 20 students apply to fellowships.

- Jennifer departed the meeting at 2:32 PM.

JUMP Change Form

- Dylan was requested by his colleagues to ask if the JUMP change form could be modified or if the process could be improved so that the number of change forms could be reduced or eliminated.
- David mentioned the application and the change form are part of the degree auditing process and students need to work closely with their JUMP advisors to ensure they take appropriate classes. He deferred to Janet for clarification on the need for the form.
- Ms. Janet Waller explained JUMP courses must meet degree requirements for graduation and because of this, must be tracked to ensure a student is meeting undergraduate graduation requirements and also taking courses that can be applied in the future to a graduate degree (double counted). Graduate courses cannot be taken just for the sake of taking a graduate course when enrolled in JUMP.
- Janet's office has tried to be proactive by reaching out to JUMP students at the beginning of a semester to let them know if their enrolled course can be included, but this has met some resistance from the JUMP advisors who would prefer students to be notified during the graduation audit. Janet noted this timing does not sit well with students because they have a tendency to panic when they are told their courses don't count towards JUMP because they do not match their application. Many times this can be corrected with a JUMP change form. It appears having the form done during the graduation audit means it's less semester to semester paperwork for the advisors.
- Dr. John Pottenger wanted clarification to understand the process and to note that each semester courses may not be available which can be the reason a student needs to change their courses.
- Janet is open to meeting with faculty so they may understand the process and to also suggest changes.
- Michael asked if JUMP courses could be added to DegreeWorks, but Janet commented that it doesn't mean the student will enroll in the required JUMP courses, and adding it to DegreeWorks would not solve the issue at hand.
- Eric Fong mentioned it's not always because the student decides they want a different course. It equally has much to do with the availability of the courses and how consistently they are offered. Changing the form does not solve these two moving parts.

- It was asked when David signs the JUMP forms, does he get involved with advisor decisions. David indicated he does not and he provides his signature to approve the application or change because he believes that the graduate dean's signature is needed for accreditation purposes, allowing those courses to be counted as graduate courses when the student enrolls in graduate school.
- Janet mentioned there is some flexibility in the JUMP application by having the jump advisor list substitutions as 5xx/6xx for electives, not required courses.
- Michael Anderson was curious to know how many people who applied to JUMP actually complete the requirements and end up with both degrees. Janet indicated she already tracks that data and can provide that information.

Music 525 Course Approval

- Wafa Orman noted there was some language that needed to be updated.
- The course was unanimously approved.

David Berkowitz' Retirement

- David announced he is planning to retire after this semester. 🙄

Meeting adjourned at 3:01.