

**Grad Council**  
**MINUTES**  
11/05/15  
4:00-5:00pm  
President's Conference Room

I. Information Items:

A. HLC update – *Deferred to the next meeting*

II. Discussion Items:

A. Library – Carol Smith

i. Colorado Alliance of Research Libraries

ii. Reduced Library Staff implications

*Carol presented information on the Colorado Alliance of Research Libraries. Cost is the primary driver behind ASU's decision not to join. Carol suggested a fee on graduate courses/CH to cover the costs of membership. Council members will take this back to their departments for feedback.*

*Carol also addressed staffing implications as a result of the frozen library position. Since this position is the technology librarian the biggest impact may be on keeping the website and online resources functioning and up to date. Saturday library coverage will also be eliminated in the spring semester.*

B. Graduate Handbooks and Policies

*Margaret referenced a spreadsheet that compares all policies and procedures outlined in the various graduate Handbooks. She noted that this is an area that HLC will likely be looking at, and that we may have trouble demonstrating that we have met HLC expectations. She noted there is not longer a common handbook for graduate students. She requested that all graduate programs review the comparison document and identify any gaps in their own programs by comparing their policies to those in other departments, as well as identify any policies/procedures for which their should be a common policy. This will be discussed at the December Grad Council meeting.*

III. Action Items:

A. ETD Final Draft – Nicole Trujillo

*Grad Council tentatively approved the ETD form, however the vote was 3 for with 2 abstentions. Questions were raised as to why a student could only opt to withhold their thesis for 1 year, or not at all? Why could they not permanently withhold their work?*

*Margaret will check with Nicole and report back.*

B. CRM Changes

i. ANTH 539 Change Form & IS - *Approved*

ii. CRM 579 Change Form & IS - *Approved*

iii. CRM 579 Change Form & IS - *Approved*

- iv. CRM 599 Change Form & IS - *Approved*
- v. Degree Plan Changes – Program Change From - *Approved*

IV. Information Items from Areas:

*HPPE – Exercise fitness training continues Thursday from 5-7pm; this week is Wellness Week and will include a demo of fitness age @ 6pm Thursday.*

*Counselor Education – Preparing to review the next batch of Doctoral applications; 3 searches are ongoing – one may be filled by a current visiting position; candidates should be on campus by the end of the month.*

*MBA – working on program review; new cohort of 18-25 should start in spring.*

*Art – Business as usual*

*HAPPSS & Teacher Education – Nothing to report*

*Ed did report on an issue raised at Faculty Senate on Wednesday. Allegations were made at the senate meeting regarding unethical actions and academic dishonesty because librarians were conducting research for [graduate] students, particularly in the MBA program, most likely in the prison program. Graduate Council was outraged that:*

- 1. The Library Director had not raised this concern directly with the program(s) involved but first aired this concern in a faculty senate meeting in an effort to support the need for another librarian*
- 2. That librarians would continue to engage in practices they consider unethical rather than saying 'No' to such practices*

*Grad Council did agree that expecting librarians to conduct research for students would equate to academic dishonesty. All programs will review their Institutional and course syllabi to determine whether additional language needs to be added to clarify the expectations for students and role of librarians in regards to research. Margaret will also draft a memo on behalf of Graduate Council expressing dismay at the steps taken by the library to address this concern and to express the expectation that any similar concerns in the future be directed to the department for correction first.*