GRADUATE COUNCIL MINUTES

December 13th, 2021

The Graduate Council met virtually on Monday, December 13th, 2021, at 2:00 P.M.

Graduate Council members present: Dr. Nikki Wooten, Chair; Drs. Matt Boylan, Jean Ellis, Shana Harrington, Elise Ince, Hippokratis Kiaris, William Matchin, Srihari Nelakuditi, Jim Mensch, David Reisman, Sheryl Wiskur, Neal Woods, Songhua Xu, Christina Yao, and Maggie Carson (GSA)

Graduate Council members absent: Drs. Demetrius Abshire, Subra Bulusu, Marketa Kubickova, and Stephen Shapiro (Excused)

Graduate School Representatives: Dr. Tracey Weldon (Excused), Dr. Toby Jenkins, Dr. Angelina Sylvain, Dr. Murray Mitchell (Secretary), Dale Moore, Wright Culpepper, Libby Cross, and Wanda Barr

Provost Office Representative: Trena Houp

Guests: Dr. Michael Bizimis (SEOE), Dr. Mary Anne Fitzpatrick (Journalism and Mass Communication), Dr. Lucy Ingram (HPEB), and Sowmya Raghu (GSA)

NOTE: These minutes will become final on January 24, 2022, if not challenged.

1. **Call to Order and Approval of Agenda** (Nikki Wooten, Chair)
    The meeting was called to order at 2:03p.m.
    The agenda was unanimously approved.

2. **Approval of the Minutes from November 22, 2021**. Approved actions by Graduate Council become effective 30 days after posting. A copy is available on the Graduate School website at: http://app.gradschool.sc.edu/gradcouncil/minutes.asp .
    The minutes from November were unanimously approved.

3. **Report of the Chair** (Nikki Wooten)
    Dr. Wooten thanked everyone for their service to our graduate students during the Fall semester.

4. **Report of the Interim Dean of the Graduate School** (Tracey Weldon)
    No report.

5. **Report of the Secretary of the Graduate Council** (Murray Mitchell)
    Dr. Mitchell reminded all participants that the meeting was being recorded; their continued participation represented their consent to be recorded.

Dr. Mitchell encouraged/reminded colleagues to submit grades for every student in every class, every semester—just to avoid confusion, that includes the current semester. Encourage your colleagues to submit grades for every student on every roster in Self Service Carolina—preferably BEFORE they shut down their computers for the break. For what it is worth, there is a procedure in place for addressing incompletes—situations beyond the control of the student. No student should appear on a roster without a grade, for *ANY* reason. If you come across a colleague with a question, please encourage them to reach out for help to their graduate director, chair, registrar, or him.

For incompletes, there is a form that allows you to identify a backup grade meaning the grade that the student has earned up until this point in the semester. The maximum period allowable for an incomplete is up to one year. You can do less than one year, but he strongly encourages you to use less than one year because this is the kind of thing that rolls over and accumulates on top of a batch of classes and responsibilities for the next semester. Please remember that the incomplete is to be used when it is beyond something that the student could control. For example, a professor has retired, resigned, or otherwise left a position and they were going to be supervising the student. Perhaps there was funding that hasn't come through as was promised and that has delayed some sort of data collection or analysis, or if they are in some sort of placement and were unable to get to the placement because of COVID related restrictions. All those kinds of things are clearly beyond the control of the student and are bona fide explanations for an incomplete grade. For a student to say that it has taken longer to write a paper than was anticipated is not an explanation beyond the control of the student. They should get the grade that they have earned or encourage them to turn in whatever they have done to this point in time. Allowing a student to retake a class the next semester is not an appropriate use of an incomplete. If you have a student that you haven't seen all semester, there is a grade mode that identifies an F that indicates they haven't attended which will stand unless they submit some sort of explanation as to why they didn't drop the course in a timely manner.

6. **Report of the Interim Associate Dean for Diversity, Equity, and Inclusion, and Associate Director, Grace Jordan McFadden Professors Program** (Toby Jenkins)
   Dr. Jenkins announced that Dr. Weldon, Dr. Angelina Sylvain, Kesha Clavon, and herself hosted an information session that many members of the Graduate Council attended for the Rising Star Fellowship program that was recorded last week. The recording is in Teams. Ms. Clavon is your point of contact for more information on that fellowship. The website and that video provides a lot of the clarity that you might continue to need as you look for students to nominate. The following is the link to the information session if anyone missed it and would like to go back and view that video to get more information on it:

   https://teams.microsoft.com/l/team/19%3add7cfc3eb2034936ba94cad3727dfee1%40thread.tacv2/conversations?groupId=3317687d-13a5-43e0-ac99-08077296f0ac&tenantId=4b2a4b19-d135-420e-8bb2-b1cd238998cc

   COTEAM-GRAD-Resources/General/Files/Rising Star Fellowship Information/RSF Information Session 2021-12-06 Recording.mp4

   https://www.sc.edu/study/colleges_schools/graduate_school/opportunities_support/scholarly_initiatives/rising-star-fellowship/index.php

   Dr. Jenkins recently sent out an updated web location for the Department of Student Life she received regarding the new Interfaith Calendar that has come out. She has been sending out email reminders as Holy Days and holidays approach. The following is the link to the Interfaith calendar:

https://sc.edu/about/offices_and_divisions/student_affairs/our_experts/our_offices/student_life/spiritual_religious_life/interfaith_calendar/index.php

7. **Report on Professional Development** (Wright Culpepper)

Wright reported that he and his group are anticipating a launch of the Graduate Student Resources Hub in January. Signage will go up this week. It is his understanding that our colleagues from the National Fellowships and Scholarships Programming Office and the Career Center will be moving in at some point this week. We hope to have some representatives from Campus Partners in that facility very soon and are anxiously anticipating adding a couple of new staff members as well as from other offices at some point in the next academic year potentially.

They are working to put together their calendar of events for Spring 2022. As always is the case, Discover UofSC will be at the end of April. A lot of programming will center around preparing graduate students to participate in presenting at that event and they will have more details soon. Hopefully, a calendar will be published on our website and be sent out to all students and faculty before the Christmas break. Things are moving along and thank you for your cooperation. If anyone has any suggestions on programming, he looks forward to hearing them.

8. **Report of the Graduate Student Association** (Maggie Carson)

Maggie disclosed that GSA continues to partner with Student Government in the Swipe Out Hunger Campaign to help promote the program to graduate students. It is a program that takes leftover meal swipes on meal cards and Aramark donates those back to students. Both undergraduate and graduate students can apply for this benefit. This is a very good program to promote to graduate students considering some of the lower stipends in some cases. She herself has benefitted from this program and would appreciate everyone encouraging their students to apply if there is a need. It is free and applications are anonymously reviewed. The application for Spring 2022 is available at the following link:

https://sc.edu/about/offices_and_divisions/leadership_and_service_center/about/forms/swipe-out-hunger.php

Maggie revealed that she has met briefly with Interim Provost Stephen Cutler regarding some concerns that she and several graduate assistants have. Now that the health insurance is being subsidized by the University, some faculty and principal investigators and are cutting back on the number of research assistants they are willing to fund and are basically blaming the students for the additional costs associated with covering the health insurance. Some faculty are even telling students that they will be lucky if they even receive a GA now because of the health insurance costs associated with the hires. On the other hand, the University is saying that we need to bring in more PhD students, but it seems that we can't afford the ones that we already have. All of this really doesn't make sense. Is there any way that we can talk to these people about not putting this kind of pressure on the students and ask them to stop blaming the students for needing that health insurance?

There was much discussion about this topic, and the consensus was very much in support of the graduate assistants and PhD student total health insurance coverage. Dr. Mitchell commented that while he and the other members of the Graduate Council are in total support and would be happy to reinforce Maggie and the other graduate assistant hires, this is not something within the realm of any responsibility or authority of the Graduate Council or the Graduate School. The message has already been sent to the Interim Provost Cutler for assistance.

Maggie presented another major concern about the lack of parking. Some students have reported that when they come to work on the weekend or perhaps during the day and in the evening, they have no

place to park if there is a large event at the Koger Center or at any other venue that we have on campus. Is there any kind of communication method that either exists or could exist to send notifications to graduate students to inform them that parking is going to be taken away on these days; so, they can either go study somewhere or go to their labs or offices because they have taken the graduate student parking lot for something else. Proper notification to the students that there will be no parking available on a particular day will help students plan their day. They can either plan to work from home if that is an option or try to park somewhere else on campus. Sometimes students who live in Irmo or Lexington drive all the way here to campus to find nowhere to park.

Dr. Mitchell suggested that we can reach out to Parking to find out where their distribution emails go to ensure that the broadcast is broader, but it will require that students read their emails.

9. **Report of the Academic Policy and Practices Committee** (Stephen Shapiro)
   No report.

10. **Report of the 500/600 Level Courses** (Murray Mitchell)

    This report is presented to Council for informational purposes only; no action is necessary.

    500/600 Courses for December 2021 Grad Council
    (CCP = Course Change Proposal; NCP=New Course Proposal)

    None at this time.

11. **Associate Graduate Faculty Nominations** (Murray Mitchell)

Name:	**Todd Lilly** (PhD)
Program:	Curriculum Studies (Instruction and Teacher Education)
Term:	Fall 2021 – Summer 2027

Name:	**Rebecca (Becky) Morgan** (PhD)
Program:	Curriculum Studies (Instruction and Teacher Education)
Term:	Fall 2021 – Summer 2027

Name:	**Mila Tasseva-Kurktchieva** (PhD)
Program:	Linguistics
Term:	Spring 2022 – Fall 2027

    These nominations were unanimously approved by Graduate Council.

12. **Fellowships and Scholarships Committee** (Jean Ellis)
    Dr. Ellis reported that they are getting into the high season for fellowships and scholarships. She asked that everyone please let their graduate directors know to be on the lookout for an email from Wright Culpepper in January that will officially kick off the announcement for Presidential Fellows and all other graduate related fellowships nominations. The graduate awards will come later. Wright is working to streamline the website. If you have any questions about this, please feel free to reach out to her first as Wright is very busy right now.

    Dr. Ellis agreed to attend one of GSA's meetings early in the Spring semester to speak on the most relevant current Graduate Student awards that will take place later in the year.

13. **Report of Science, Math, and Related Professional Programs Committee** (Hippokratis Kiaris)

Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site:

https://sc.edu/programproposal/agenda/?id=110&code=GCO

At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for "Committees", then for the "Committee" called "Added to Grad Council agenda."

- **BIOS 818** (3) Advanced Computational Statistics for Signal and Network Analysis, Public Health, NCP: Spring 2022
- **ENHS Major / Degree Program**, MPH in Environmental Health Sciences, Public Health, Change to Existing Program: Fall 2022
- **HSPM Major / Degree Program,** MHA in HSPM, Public Health, Change to Existing Program: Fall 2022
- **ITEC 748** (1 - 6) Internship in Information Technology, Engineering & Computing, CCP: Fall 2023
- **PHAR 743** (2) Grant Writing for the Pharmaceutical Sciences, SC College of Pharmacy, NCP: Spring 2022
- **PHAR 749** (2) Introduction to Implementation Science, SC College of Pharmacy, NCP: Spring 2022
- **PHAR 750** (2) Introduction to Pharmacoepidemiology, SC College of Pharmacy, NCP: Spring 2022
- **PHRB Concentration**, Pharmacy Administration, Pharmacy, Change to Existing Program: Fall 2022
- **PUBH 724** (3) Quantitative Methods for Public Health Practice I, Public Health, NCP: Spring 2022
- **PUBH 725** (3) Quantitative Methods for Public Health Practice II, Public Health, CCP: Fall 2022

These proposals were unanimously approved by Graduate Council.

14. **Report of the Humanities, Social Sciences, Education, and Related Professional Programs Committee** (Jim Mensch)

Below is a list of proposals reviewed by the Committee. Each curricular action can be viewed at this Public Agenda review site:

https://sc.edu/programproposal/agenda/?id=110&code=GCO

At this Public Agenda link, the individual proposals are not live-linked, but agenda items are listed in alphabetical order. To view the full proposals, GC members and Committee Chairs still need to go to the Committee Review site, and filter for "Committees", then for the "Committee" called "Added to Grad Council agenda."

- **EDFI 747** (3) Critical Race Theory and Education, Education, CCP: Spring 2022
- **EDRM 724** (3) Design and Analysis of Educational Surveys, Education, CCP: Spring 2022
- **EDST Major / Degree Program**, Special Education, M.Ed., Education, Change to Existing Program: Fall 2022
- **PEDU Major / Degree Program**, MAT in Physical Education, Education, Change to Existing Program: Fall 2022
- **PEDU 770** (3) Research Methods in Physical Education, Education, CCP: Spring 2022
- **ZZED Major / Degree Program**, Initial Teacher Certification Programs, Education, Change to Existing Program: Fall 2022

These proposals were unanimously approved by Graduate Council.

15. **Report of the Grievances, Appeals and Petitions Committee** (Shana Harrington)
No report.

16. **Other Committee Reports**
None at this time.

17. **Old Business**
The topic of the updating of the Graduate Bulletin was brought up. Several people are still involved in different pieces of this puzzle, but until there is something to be brought forward for consideration, there are no updates.

18. **New Business**
None at this time.

19. **Good of the Order**
Dr. Mitchell reminded all participants that the next Graduate Council meeting will be on January 24th at 2:00p.m., and it will likely be virtual. He also reminded them that we meet on the fourth Mondays during the Fall and Spring semesters at 2p.m., with the exception for the months of May and December--we meet on the second Mondays at 2p.m. Please add these meetings to your calendar.

20. **Adjournment**
The meeting adjourned at 2:52p.m.

Murray Mitchell, Secretary

CC: Harris Pastides, Interim President
Stephen Cutler, Interim Provost
Tracey Weldon, Interim Vice Provost & Dean of the Graduate School
Deans
Department Chairs
Graduate Directors
Aaron Marterer, University Registrar
Elaine Belesky, Office of the Registrar
Malia Kiehl, Office of the Registrar
Tara Wright, Office of the Registrar

WRAP-UP FOR FALL 2021

- 6 Bi-weekly meetings – September 17 – November 19
- 7 Events
  - 2 Graduate Women's Luncheon
  - 1 Graduate Student Advocacy Forum
  - 1 International Education week tabling event
  - 1 Graduate Students Headshot event
  - 1 Graduate Student Townhall – DEI talk
  - 1 Mental Health tabling event
- Resource Week- Highlights on Social
  - Mental Health
  - Physical Health and Well-being
  - Graduate Student Resources
  - Diversity, Equity and Inclusion

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EXEC REMARKS - WRAP-UP FOR FALL 2021

- **Speakers**
  - Dr. Tracey Weldon, Interim Dean of The Graduate School
  - Dr. Anna Edwards, Associate Vice- President of Student Life
  - Dr. Toby Jenkins, Interim Associate Dean of Diversity, Equity, & Inclusion
  - Dr. Jason Stacy, Interim Vice-President of Health and well-being
  - Dr. Rebecca Caldwell, Assistant Vice President of Administration and Well-Being
  - Diana Colvin, Program Coordinator, Healthy Carolina Initiatives
  - Dr. Matt Klopfenstein, National Fellowships Coordinator
  - Mr. Nigel Smith, Graduate Advising Manager

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BIWEEKLY MEETINGS – SPRING 2022

- January 14th – IN-PERSON

- January 28th – IN-PERSON

- **February 11th - VIRTUAL**

- February 25th – IN-PERSON

- **March 11th - VIRTUAL**

- March 25th – IN-PERSON

- April 8th – IN-PERSON

- April 22nd –IN-PERSON – END OF THE YEAR CELEBRATION

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EFFORTS FOR SPRING 2021

- 4 Monthly Surveys and Assessment
- Bill to be presented in SG Senate for Graduate Student Government (GSG)
- TA stipend scaled structure
- GSA Strategic Plan 2022-2025
- Develop relationships with SG, Faculty and Staff Senate
- Highlight Graduate students – Student Spotlights
- Collaborate with graduate student organizations
- Attend Faculty and Special Advisory Committee meetings
- GSA Leadership retreat
- Create a communication strategy – graduate directors and administrative assistants
- Formalize senate structure and revise constitution with codes

South Carolina

PROFESSIONAL DEVELOPMENT AWARENESS Jan 17 - Jan 21	GRADUATE STUDENT ADVOCACY AWARENESS Jan 31- Feb 11	STUDENT SERVICES AWARENESS Feb 28 – Mar 11	GRADUATE STUDENT APPRECIATION WEEK April 4 – April 8
ACADEMICS	**LEGISLATIVE AFFAIRS**	**STUDENT SERVICES**	**GRAD RESOURCES**
GRAD STUDENT RESOURCES AWARENESS Jan 24 – Jan 28	HEALTH AND WELL-BEING WELLNESS AWARENESS February 14 - Feb 25	DEI RESOURCES AWARENESS Mar 21 – April 1	GRADUATE STUDENT SPOTLIGHT WEEK April 11 – April 15
GRAD RESOURCES	**HEALTH**	**DEI**	**COMMUNICATION**

GSA SPOTLIGHT – APRIL 18 - 22

SPRING 2022 GRADUATE STUDENT RESOURCES
AWARENESS WEEKS

UofSC. **South Carolina**

EVENTS IN THE PLANNING PROCESS – SPRING 2022

- Graduate Student Mixer
- Graduate Women's Mentorship Luncheon- Jan. 26th, February 23rd, March 30th and April 20th
- Panels for DEI
- Graduate Student Townhalls
- Goat Yoga
- Active Gamecocks
- GSRA Awards
- End of the year Celebration

GRADUATE STUDENT ASSOCIATION (GSA) STRATEGIC PRIORITIES
2021-2022

Diversity, Equity and Inclusion (DEI)
ADVOCACY AND PROGRAMMING GOALS

1. To advocate for increased representation and development of the underrepresented graduate students at the University of South Carolina.
2. To foster a relationship between the Office of Diversity, Equity and Inclusion, Office of Multicultural Student Affairs, Equal opportunity Program, Title IX, and GSA.
   a. To create Graduation with Leadership Distinction in DEI in collaboration with Office of DEI and Strategic Planning Group 4 specific to Graduate Students
3. To collaborate with diverse graduate student organizations while increasing their visibilities and advocating for their needs.
4. To collaborate with the Graduate School to implement a mandatory Diversity Training Module by Fall 2022.
5. To create professional and personal developmental opportunities to bolster the underrepresented graduate student population
   a. Graduate Women's Mentorship Initiative (GWMI)
   b. First Generation Graduate Students
6. To promote awareness and increase sense of inclusion and belonging through various targeted courses and training modules such as Safe Zone Ally, etc.

Communication and Visibility
GOALS

1. To increase communication avenues to leverage University administrations for promoting change
2. To continue increasing bi-directional communication with university, graduate school, and graduate students
3. To increase representation in Faculty Senate Committees and Special Advisory Committees and to advocate for seat allocations for graduate student representatives
4. To increase communication avenues to broadcast GSA news in a timelier manner

5. To increase the visibility of the Graduate Student Association to the Carolina Community by enhancing impactful contributions to the community
6. Conduct Townhalls to educate the graduate student body on critical university topics such as the Presidential Search Committee, Title IX, and DEI.

Health and Well-being

ADVOCACY AND PROGRAMMING GOALS

1. To advocate for holistic well-being of graduate students (spiritual, mental, and physical)
2. To benchmark health insurance subsidy provided by The Graduate School
   a. To advocate for subsidized Health Insurance for Graduate Students with families
3. To create COVID-19 Compact as a part of Garnet and Vaxxed to help promote health and well-being in the Carolina Community
4. To foster a relationship between University Health Services (UHS) and GSA
   a. To advocate for adequate mental health workshops targeted towards graduate students
   b. To collaborate with the Graduate School and UHS to provide adequate psychiatry and counselling services
   c. To advocate for on-site optometrists and dentists at UHS
   d. To collaborate with Healthy Carolina and encourage Farmer's Market
5. To create awareness of the Mental Health, Physical Health, sexual assault, domestic violence, etc. resources and services available on campus for graduate students
6. To collaborate with Campus Recreation
   a. Subsidized Group-X passes and swim lessons
   b. Awareness of recreation trips offered by Campus Rec
   c. Create programming for a 4-week Active Graduate Student Gamecocks

Academics and Professional Development

ADVOCACY AND PROGRAMMING GOALS

1. To research the efficacy and benefit of graduate student minors in lieu of certifications
2. To collaborate with the Provost and Vice President for Research on promoting research-specific training for graduate students

3. To collaborate with the National Fellowships Office and Graduate Advising to provide graduate student specific information and resources
4. To collaborate with University Libraries to provide resources and grants which are graduate student centric.
5. To continue Graduate Student Recognition Awards highlighting graduate student work across academics, diversity, leadership and service.

Grad Student Experience and Student Services
ADVOCACY AND PROGRAMMING GOALS

1. To foster partnerships with campus partners such as the Leadership and Service Center to provide community service to create a sense of Carolina Community at the local and state level
2. To collaborate with Student Government on Swipe Out Hunger, Airport Shuttle Services and Carolina Closet initiatives
   a. Initiate Period Poverty conversations with Student Government and the Graduate Subcommittee for PACWI to collaborate with GSA
3. To provide representation and amplify the voices for satellite campuses and distance learners
4. To ensure the proper use of GSA budget to advance and promote goals of GSA
5. To provide funding for Graduate Student Organizations through a systematic review process
6. To collaborate with the Department of Student Life and the division of student affairs to assess how they work with graduate students in various avenues of Graduate Student Housing, Student Tickets, etc.
7. To collaborate with Parking and Transportation Services
   a. To advocate for safe, reliable, and accessible transportation options that meet graduate students' annual requirements
   b. To advocate for long term planning of graduate student parking
   c. To advocate for subsidized parking in university garage(s) for graduate students
   d. To advocate for pay-check deductions, or payment plans for parking fees
8. To advocate for awareness and improvement of graduate student ticketing for Athletic events
9. To establish Awareness Weeks enlightening students about resources available on campus in conjugation with the Graduate School
10. To collaborate with the Graduate School to develop an all-inclusive calendar that incorporates DEI, Prof. Development, GSA, and other graduate-student related events

Financial Stability
ADVOCACY GOALS

1. To advocate for the creation of the Scale Structure for Teaching Assistant Stipends across the University
2. To advocate for the removal of international students' Student and Exchange Visitor Program SEVIS maintenance fees
3. To advocate for the increase of the minimum wage of PhD funding across the university to meet living expenses.

Data Analytics and Transparency
GOALS

1. To collaborate with Dr. Angelina Sylvain, Vice Dean of Graduate Studies, on the following initiatives:
   a. Improvising decentralization issues through University data transparency
   b. Improve transparency on graduate student stipends across the university
   c. Completing and disseminating the data analysis and implementation of the Graduate Student Association COVID-19 survey data
2. To collaborate with the Graduate School to gather student demographic, enrollment, and post-graduation data with the goal of publishing it for public dissemination
3. To collaborate with the Alumni Association to develop a graduate student alumni database to enable networking opportunities for current graduate students
4. To conduct health and well-being, stipend, program climate, student services, cost of living, and needs assessment survey to identify avenues for advocacy to improve graduate students experience and living standards.

Governance
GOALS

1. To establish Graduate Student Government while we strive to advocate for the graduate student specific needs and requirements and be the essential voice to strategic conversations and decisions that support the goals of the university.
2. To revise the GSA Constitution to reflect the formation of the Graduate Student Government
3. To reengage the Law School and Pharmacy School under current GSA codes and the constitution to allow for organizational funding
4. To draft specific by-laws that can remain outside Constitution language
5. To draft formal procedural codes for Graduate Student Senate using Robert's Rules of Order as a potential template

6. To change finance codes to be consistent with student government codes to enable familiarity of process