

1 **Meeting Minutes of the Graduate Council**

2 **Date:** November 11, 2025

3 **Location:** FG Mouton Room 207

4
5 **Members Present**

6 Wesley Bradford (MUS, Chair), Julius Austin (COUE), Sandy Brack (Grad Student Representative, PhD
7 ENGL), Ignatius Cahyanto (MGMT), Farzad Ferdowsi (EECE), Natalie Keefer (EDCI), Nicholas Kooyers
8 (BIOL), Erika LeBlanc (COUE), Amanda Mayeaux (EDFL), Eddie Metrejean (ACCT), Clement Okolo (GSO
9 President, PhD CMPS), Jonathan Raush (MCHE), Catherine Roche-Wallace (MUS), Laurel Ryan (ENGL),
10 Jennifer Sittig (NURS), Abby South (MUS), Frances Stueben (NURS), Mehmet Tozal (INFX), Amy
11 Veprauskas (MATH), Rui Zhang (GEOS), and Mary Farmer-Kaiser (Graduate School, ex-officio).

12
13 **Members Absent**

14 Philip Auter (CMCN), Natalie Douglas (CODI), William Ferguson (ECFN), Nathan Rabalais (MODL), Scott
15 Sittig (HLSI), and Mark Zappi (CHEE).

16
17 **Guests Present**

18 Nancy Biggio (Academic Affairs)

19
20 **I. Call to Order**

21 The meeting was called to order by Wesley Bradford, chair, at 2:03PM.

22
23 **II. Announcements and Approvals**

24 **Provost Meeting Recap/Update**

25 Bradford shared that the next meeting date with Provost Jaimie Hebert and Dean Farmer-Kaiser is
26 scheduled for November 19, 2025.

27
28 **October 14, 2025, Meeting Minutes:**

29 Motion made by L. Ryan to approve the October meeting minutes. The motion was seconded by F. Stueben
30 and carried.

31
32 **Update to Catalog Change regarding EdD Degree Requirements – Transfer Credit**

33 Bradford shared that the approved catalog change regarding EdD degree requirements for transfer credits
34 is being sent to the Provost for final approval.

35
36 **Update to Revise Graduate Assistantship (GA) Designation**

37 Bradford shared that the approved request for a catalog policy change and ancillary actions related to
38 change of GA to GSA assistantship appointment type is in final review is being sent to the Provost for final
39 approval.

40
41 **III. Standing Committee Reports**

42 **Appeals – Heather Stone:**

43 No report.

44

1 **Fellowships and Awards – Ryan Nelson:**

2 No report. Farmer-Kaiser shared that the 2026-2027 Ph.D. Dissertation Completion Fellowships call for
3 applications will be shared soon.
4

5 **Graduate Faculty Membership – Frances Stueben:**

6 No report. Farmer-Kaiser reminded council members to encourage college review entities to complete and
7 submit all Graduate Faculty reviews by the November 18 deadline.
8

9 **IV. Old Business**

10 **Institutional Repository on Manuscripts**

11 Bradford reintroduced the request from the University Libraries asking that final dissertations, theses, and
12 synthesis projects be included in the University of Louisiana at Lafayette Institutional Repository. The
13 Council further discussed the topic. L. Ryan motioned to charge the Graduate School with updating the
14 academic catalog to include the Institutional Repository requirement that all manuscripts be included in
15 the University Libraries Institutional Repository. Mayeaux seconded. Motion carried unanimously.
16

17 **Graduate Council Standing Committees: Status of Curriculum Committee, Need for New Standing
18 Committee(s), and Need for Ad Hoc Committee on Committees**

19 Bradford invited further discussion and questions on the proposed revisions to the standing committee
20 description. Biggio and Farmer-Kaiser answered questions and provided more information regarding the
21 need for the Curriculum Committee with regards to SACS accreditation, University procedures and current
22 workflow and practices of curriculum updates and new additions, the important role of faculty governance,
23 and alignment with an equivalent committee created as part of the new Undergraduate Council. After
24 discussion, L. Ryan motioned to approved the proposed description with the inclusion of graduate student
25 representatives from “shall” to “may” be selected by the Graduate Student Organization to serve. M. Tozal
26 seconded. Motion carried unanimously.
27

28 The Graduate Council reviewed and approved a proposed committee charge for an Ad Hoc Committee on
29 Committees that will assess the need for additional standing committees and recommend additions
30 necessary to support the evolving priorities of graduate education and its governance at the University.
31 More specially, the ad hoc committee will benchmark graduate council standing committee looking at
32 areas of focus and governance, assessing the rationale and implications of further modification of existing
33 and/or creation of new standing committees, and reporting back to the Graduate Council with findings and
34 recommendations in the Spring semester. Bradford solicited names of Grad Council members and other
35 faculty who would be potential candidates to serve on this committee. After discussion, L. Ryan motioned
36 to approve the charge. M. Tozal seconded. Motion carried.
37

38 **Manuscript Binding Fee**

39 Bradford led further discussion regarding the request by the Graduate School to increase the binding fee.
40 After discussion, J. Raush motioned to approve the request as presented. M. Tozal seconded. Motion
41 carried.
42

43 **Graduate Council Goals and Objectives for 2025-2026**

44 Bradford led further discussion regarding the Graduate Council goals and objectives for this academic year.
45 Several topics were discussed and agreed upon for the 2025-2026 goals: 1) Creation of the Ad Hoc

1 Committee on Committees; 2) Encouragement of Emeritus Faculty status; 3) Explore the creation of a
2 Graduate Student Handbook; 4) Continue discussion and review about international students F1 visa
3 constraints regarding time to degree requirements and continuation in additional graduate level programs.
4

5 **V. New Business**

6 **Request for Continued Graduate Faculty Membership for Departing Faculty Member**

7 Two requests for continued Graduate Faculty membership for departing faculty were received. For the first
8 Graduate Faculty member, Bradford presented a request from a department head that a departing faculty
9 member be allowed to continue contributing to two thesis student committees. For one student, the
10 request noted that the faculty member had arranged for a co-chair from graduate faculty within the
11 department so that the students would still have an on-campus advocate. For the other student, the
12 request noted that the faculty member would remain a member of the committee. After discussion, A.
13 Veprauskas motioned to allow the faculty member to continue on the identified committees as requested
14 and continue to count as one of the required graduate faculty member on each. N. Kooyers seconded.
15 Motion carried.
16

17 For the second Graduate Faculty member, Bradford presented a request from a department head that a
18 departing faculty member be allowed to continue contributing to an advanced doctoral student
19 committee. The request noted that the faculty member will serve as a co-chair from the graduate faculty
20 so that the student would still have an on-campus advocate. After discussion, R. Zhang motioned to allow
21 the faculty member to continue on the identified committee as requested and continue to count as one of
22 the required graduate faculty member on each. L. Ryan seconded. Motion carried.
23

24 **Selection of Grand Marshal**

25 Bradford opened the floor for consideration of nominations for Grand Marshal. Farmer-Kaiser shared that
26 the Provost's office has requested two Grand Marshals be selected for the Fall 2025 semester. After
27 discussion of the Grand Marshal nominees, the Graduate Council voted unanimously on two faculty
28 members to be invited to serve in the Fall 2025 and two faculty members to serve in the Spring 2026
29 commencement ceremonies. Farmer-Kaiser agreed to extend the invitations from the Graduate Council
30 and report back in December.
31

32 **Good of the Order**

33 Farmer-Kaiser shared information regarding the University's fiscal health and impact to graduate
34 assistantship budgets that was presented at the November Graduate Program Leadership meeting.
35

36 **VI. Adjournment**

37 Motion was made to adjourn the meeting at 4:07pm. The motion was seconded and carried.