Graduate Council Meeting
Minutes

Council Members Present: Suzanne Beltz, JoAnn Canales, Jack Cassidy, Jim Gibeaut, Hongyu Guo, Sam Hill, Cristina Kirklighter, Harvey Knnull, Eve Layman, Marvarene Oliver, Carey Rote, Robert Smith, Sarah Sutton.

Council Members Absent: Patricia Olenick, Jim Lee, Paul Montagna, Anita Reed, Scott Sherman

Council Ex-Officio Present: Sarah Sutton, Sherrye Garrett

I. Introductions – Members present introduced themselves and shared role in college and previous role with Graduate Council. Marvarene Oliver and Jim Gibeaut are new to Grad Council.

II. Election of Chair – Layman nominated Beltz. Cassidy seconded the nomination. Unanimous approval.

III. Approval of Minutes from May 14, 2009

Motion was made by Smith; Second by Cassidy. There were three abstentions as they are new GC members and were not present at the May 14 meeting.

IV. Committee Assignments – Dean Knnull began with an overview of the role and responsibilities of Grad Council members.

Purpose: To consider all matters relating to graduate programs at Texas A&M University-Corpus Christi and to recommend practices and policies that enhance the quality of A&M-CC graduate programs.

Function: The Graduate Council:

1. serves as the advisory body to the Graduate Dean.
   a. reviews and evaluates the admissions policies and processes, curriculum and program requirements, academic standards, grading policies and practices, academic advising, orientation, faculty qualifications and productivity, library and learning resources, computer and laboratory facilities
and other issues relating specifically to graduate education at the University.
b. assists the Graduate Dean in reviewing the content of the Graduate Catalog.
c. reviews new graduate programs being considered by the University.
d. considers strategic directions that the University should pursue regarding graduate education and assists in the formulation of marketing, scholarship, recruiting, and program development objectives needed to achieve the institution’s graduate education goals.

Canales followed with the major accomplishments in addition to the usual catalog copy including

1. Graduate Faculty Designation Policy approved by all entities on May 18, 2009.
2. Forms were developed to document the processes in the catalog for the doctoral programs.
3. Curriculum Committee reviewed 40 course syllabi and all but one were forwarded approved – 1 did not submit revisions
4. Program Reviews in FY 09: \( \text{COE} = 8; \text{S&T} = 2 \) and 2 are pending; \( \text{CLA} = 1 \) and 1 is pending (see below).

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Committee Assignments:
First person serves as the “chair” of the committee

**College Sub committees:** Catalog Copy from the various colleges is due to the Provost Office by Friday, November 13.

Shortly after that, Cely will forward the Grad Copy to the Grad Office and I will, in turn, disseminate to the corresponding subcommittees.

The Catalog Copy for the General Section will be disseminated to the subcommittee tomorrow along with the guidelines and Guo will soon be calling a meeting to review that.

**Curriculum Sub Committee:** Only CONHS has submitted courses to date. Members were asked to inquire in their colleges of possible new courses and to Canales know. Early Childhood is the only new program review in FY 10

**New Directions Sub Committee:**

Goal is to grow the number of graduate programs

Currently – 26 master’s programs (excluding the OCTD and the Interdisciplinary programs currently listed in the FY 10 catalog and 6 terminal degree programs.

Goal is to shoot for 50 graduate programs, we should also be looking at viable certificate programs as a way of meeting the needs of the community while at the same time helping to grow our own enrollment.

V. Catalog Copy Deadlines –

A. General Section will receive catalog copy Thurs afternoon and will be meeting soon in order to meet the November 13 deadline to the provost office. One issue to be dealt with concerns a new rule from FY 09 that has been problematic to address – the 2 C’s rule.

B. The college specific committees will receive their copies soon after the November 13 deadline when they are initially due to the Provost office.

VI. Matters Arising

A. Dean Knull shared that graduate enrollment had gone from 1757 in Fall 08 to @ 1880 in Fall 09 representing @ 75 increase. More data will be shared at a later date.

B. Kirklighter shared that the Title V UG grant proposal was not funded and it would have implications for future diversity on campus as well as a pipeline for the graduate programs.

C. Dean Knull shared that requests for annual increases will be made to the current graduate assistantships to keep pace with rising cost of tuition. He reiterated that GAs need to have a teaching assignment in order to justify the award.

D. Future agenda items for consideration in FY10 that arose during the meeting:
   1.Tuition waivers for out-of-state/country graduate assistantships
2. The issue of needing a process for review of Graduate Faculty – will be on the  
3. agenda for the fall 2009.  
4. The issue of the full time designation of a graduate student – 6 hours vs 9 hours.  
5. Implications of the loss of the Title V grant for graduate programs.  
6. Implications of the new Title V post bac grant.

VII. Adjournment  
Moved - Cassidy; Seconded - Smith