



Office of Research & Graduate Studies

Approved  
4/14/11  
2:00PM  
IH 323

# Graduate Council Meeting Minutes

**Council Members Present:** Mary Bantell, JoAnn Canales, Luis Cifuentes, Jim Gibeaut, Miguel Moreno, Eve Layman, Thomas Naehr, Patricia Olenick, Marvarene Oliver, Anita Reed, Scott Sherman, Corinne Valadez,

**Council Members Absent:** Chuck Etheridge, Hongyu Guo, Jim Lee, Robert Smith, Virginia Wheelless

**Council Ex-Officio Present:** Sherrye Garrett, Sarah Sutton

## I. Approval of Minutes from 3/31/11

**Motion:** To approve the minutes as presented

**Moved:** Scott Sherman

**Second:** Patricia Olenick

Minutes approved as read with Anita Reed abstaining

## II. Dr. Lauren Cifuentes - Director of Distance Education

JoAnn Canales introduced Dr. Lauren Cifuentes and reiterated her charge as shared by Mary Bantell in the previous meeting, i.e., work to get TAMUCC "business ready" in the event of a disaster and help promote online programs and courses. Also addressed were two issues raised at the previous meeting - monetary incentives for faculty to put courses/programs online and the syllabus template.

She stated that President's Cabinet had already determined there would be no monetary incentives for faculty to create online courses or programs and that the syllabus template would be aligned once the expectations of HB 2504, RGS, and the Distance Ed office had been discussed.

A lengthy discussion ensued regarding the program and course approval process. Among the points shared were:

1. THECB has a clear mandate that online courses will be evaluated.
2. Four of the five colleges have identified graduate programs to be put online.

Lauren Cifuentes will work with the curriculum subcommittee to delineate a clear integrated process for approval with Grad council responsible for the rigor of the content and the Distance Ed office responsible for the course design to be consistent with THECB expectations.

### **III. Committee Reports**

#### **A. Graduate Faculty - Dr. Scott Sherman**

Scott Sherman made the following recommendations:

Joe Champion and Sarah Ives, new Assistant Professors in S&T, be approved for a 3 year graduate faculty appointment.

Ping "Charlene" Tinterra, Instructor in S&T be approved as Associate Graduate Faculty for two years to serve on the graduate thesis committee of a math student.

Recommendation was unanimously approved.

#### **B. Science and Technology - Dr. Thomas Naehr**

Tom Naehr recommended approval of the catalog copy changes requested by the Math Department pending:

1. MATH 6315 - Has a freshman level course as a prereq - consider eliminating or modifying prerequisite to include instructor approval
2. MATH 6316 - needs an editorial change from MATH 5315 to MATH 5316

Catalog copy changes for the ESCI and FAMA programs were tabled as there were issues related to wording, new courses listed not submitted for

approval and program requirements no longer offered by the math department.

#### **IV. Matters Arising**

##### **A. Catalog Copy and New Course Request Timelines -**

JoAnn Canales shared that timelines for catalog copy and new course requests were being discussed with the Provost Office and the Registrar's Office and would be available in May to help plan for FY 2012.

##### **B. May meeting is still on for the 12<sup>th</sup> as previously scheduled.**

#### **V. Adjournment**

Anita Reed moved to adjourn the meeting at 3:20 p.m.