



COLLEGE OF GRADUATE STUDIES

Graduate Council Meeting MINUTES

Approved
April 24, 2014
1:00 PM
OCNR 363

Council Members Present:	Richard Balkin, Sherrye Garrett, Melissa Jarrell, Scott King, Eve Layman, Karen McCaleb, Claudia McDonald, Patricia Olenick, Anita Reed, Stephanie Rodriguez, Scott Sherman
Council Members Absent:	Robert Cutshall, Charles Etheridge, Lee Smee
Ex-officio present:	JoAnn Canales, Thomas Naehr
Ex-officio absent:	Bryant Griffith, Christine Shupala, Evan Paret
Notetaker:	Lori Shearin

AGENDA

I. Approval of Minutes from April 10, 2014

Motion: To approve the minutes as presented was made by Dr. Garrett to approve the minutes with corrections to the attendance list. The motion was seconded by Dr. Olenick. Unanimously approved.

II. CGS Updates – Dr. Thomas Naehr

A. Graduate orientation framework – Dr. JoAnn Canales

Tuesday orientations are scheduled for the next two years

A request was made to extend the one-hour scheduled for Program Coordinators to meet with students. Dr. Rodriguez would like more time for CLA students; 1.5 hour would be better for COSC also, everyone else was fine with 1 hour, Discussion also included whether attendance should be required.

B. Faculty credentialing – Dr. Thomas Naehr

On behalf of Dr. Shupala: The faculty credentialing form has been modified so that faculty members can indicate whether they will be teaching graduate courses and seeking graduate faculty status. This way, CGS can be notified when credentialing is complete. New credentialing forms are to be posted on the Academic Affairs website.

III. Committee Reports

A. Curriculum – Dr. Sherrye Garrett: nothing to report

B. Rules and Procedures – Dr. Scott Sherman

i. Action Item: Graduate Faculty Requests

Motion to recommend one T/TT application from CLA for full graduate faculty status, one non-T/TT faculty from COE for adjunct graduate faculty status

and three non-T/TT faculty from COSE for associate graduate faculty status was unanimously approved.

Motion to recommend modification of the terms of three tenured faculty members from the College of Science and Engineering was unanimously approved.

ii. Action Item: Graduate Council Bylaws

Motion to approve the new Graduate Council Bylaws was made by Dr. Sherman, seconded by Dr. McDonald and unanimously approved.

Motion to adopt the Bylaws for immediate implementation was made by Dr. Sherman, seconded by Dr. Balkin and unanimously approved.

Dr. Sherman stressed the importance that this document needs to be continually updated.

IV. Liaison Reports

- A. ITDEC – Dr. Eve Layman:** was unable to attend last ITDEC meeting due to scheduling conflict – nothing to report.
- B. Graduate Student Representative – Evan Paret:** not present to report.
- C. International – Dr. Scott King:** discussion included a new feature of adding students to cohorts, would be useful for international athletes, could be utilized to enforce min./max. number of hours taken per semester, aiming to implement by the end of the fall semester. Study-abroad: scholarship funded by students fees – only 2 students applied this year.
- D. Faculty Senate – Dr. Bryant Griffith:** emailed that there was nothing to report.
- E. Library – Dr. Christine Shupala:** not present to report.
- F. Retention – Dr. Scott Sherman:** reported the committee had not met, thus nothing to report. Dr. Canales mentioned that Noel Levitz is sending a consultant to discuss retention with advisors. However, the visit will be focused on undergraduate retention.

V. Matters Arising

- A. Graduate Student Appreciation Week:** included 159 grad students, 29 events (19 were available via WebEx – recordings will be made available online). CGS we will be able to track access. Next year, the plan is to include a 3-minute capstone/thesis competition, similar to the national 3MT competition.
- B. MAY 08 meeting** will be at 1:00. Will include a recap of the year and a presentation by Dr. Canales.
- C. Question** was brought up whether there has been any discussion of how Hinson Hazelwood money will be used to recruit students. CLA split the money into 2 pools of \$40k for FY2015 and evenly distributed the funds among departments. COE has identified 14 candidates as awardees.

VI. Adjournment

Dr. Sherman moved to adjourn the meeting at 2:40 PM.

TENTATIVE FUTURE MEETING DATES: 5/8
--