

Graduate Council Meeting MINUTES

Approved
January 22, 2015
1:00 PM
FC 177

Council Members Present	JoAnn Canales; Anita Reed; Karen McCaleb; Melissa Jarrell; Lisa Comparini; Eve Layman; Yolanda Keys; Scott King; Richard Smith; Claudia McDonald; Monica Hernandez; Amber Scoon
Ex-Officio Members Present	Thomas Naehr; Bryant Griffith;
Council Members Absent	Robert Cutshall; Corinne Valadez; Chris Bird
Ex-Officio Members Absent	Catherine Rudowsky

Meeting began at 1:06 pm

I. Approval of Minutes from December 11, 2014

- A. Dr. Jarrell moved to approve the December 11 minutes, Dr. Scoon seconded. Minutes were approved unanimously.

II. CGS Updates

A. Discussion of CGS Fellow position description – Dr. JoAnn Canales

- i. Position was approved and had received Graduate Council input (position description was sent to all members through email); will be posted internally. Fellowship is part-time position (50%) during fall/spring semesters and full time during the summer. Expectation is to fill the position by the end of February; several professional development workshops are already being developed.
- ii. Phi Kappa Phi – lists with students selected for invitation to join PKP were sent to all Deans and Associate Deans; CGS needs responses back by January 28th; induction ceremony is Sunday, March 29th, 2:00–4:00 pm.
- iii. Doctoral students will now be recognized in commencement program; below their name will be their dissertation title and committee members; process will start with May 2015 graduation so it is important to meet deadlines.
Note: subsequently, this change was not approved by President's Cabinet.

B. Graduate Study Abroad Scholarships – Dr. Thomas Naehr

- i. Additional funds for students who want to study abroad are available; application will be open until March 1, 2015; the study abroad program has to take place outside of the student's home country; each scholarship is \$1500.00 and there are approximately 20 scholarships available.

TENTATIVE FUTURE MEETING DATES:
02/12, 02/26, 03/12, 03/26, 04/09, 04/23

- ii. Dr. Naehr also mentioned that Acalog will be opened to the Colleges for catalog entry for the 2016–2017 academic year in early February 2015. All council members agreed that a memo should be sent to the Provost requesting to delay College access to Acalog until the 2015–2016 catalog review cycle is complete. Dr. Layman moved to draft a memo to be sent to the Provost and Dr. McCaleb seconded the motion; all members voted in favor of the motion.

III. Committee Reports

A. Curriculum – Dr. Sherrye Garrett

- i. Action item: Additional COB courses (Dr. Canales reported for Dr. Garrett)
 - 1. Committee recommended approval of the following COB courses: MISY 5335, 5340, 5350, 5360; all council members voted to approve the courses.
 - 2. New courses MISY 5365 and 5375 will be returned to COB for revision and resubmission.

B. Rules and Procedures – Dr. Melissa Jarrell

- i. Action item: CLA graduate faculty application
 - 1. Committee recommended reappointing Dr. Kevin Concannon to the graduate faculty for a 5-year term; all council members voted in favor of approving the reappointment.
 - 2. Deans have been giving input on the proposed revision of the graduate faculty procedure. R&P subcommittee is working on including input in the re-revision of the document.

IV. Liaison Reports

A. ITDEC – Dr. Richard Smith

- i. Library presented at last ITDEC meeting; library has been starting live chats with other libraries; there is a librarian for each college who is familiar with that college's field and can assist students with their research; TechShare is free for students; it is a resources that allows online students to use other institutions' libraries; faculty can use it as well; need to subscribe through the library and access card will be issued to students/faculty
- ii. Many courses are listed 100% Face to Face although faculty use Blackboard and/or other online components; this is a financial issue; ITDEC is working on revised language to help colleges code courses correctly. Dr. Smith explained how online course fees are distributed: 37% go back to Colleges, 12.5% to the Center for Faculty Excellence, roughly 50% go to ODELT; courses that are listed from 1%-24% online have no additional fee. Dr. Layman mentioned that 100% online students can get certain fees (rec sports etc.) waived.

B. International – Dr. Scott King

- i. Nothing to report

C. Retention – Dr. Sherrye Garrett

- i. Not present to report.
- ii. Dr. Reed mentioned that Dr. Garrett is the Graduate Council representative on the retention committee and therefore will be the liaison to GC as well.

D. Faculty Senate – Dr. Bryant Griffith

- i. Post tenure procedure is still under review; version drafted by Deans Council was submitted to Faculty Senate; there were additional concerns and procedure was sent back to Deans Council.
- ii. University chancellor visited in December to meet with Faculty Senate and discuss matters of concern to the faculty.
- iii. Dr. Griffith mentioned that colleges needed to work together when new programs are proposed that may affect other colleges; bilingual counseling certificate was not approved by Faculty Senate. A suggestion was made for Marilyn Spencer to attend Graduate Council meeting to discuss review/approval process.
- iv. Dr. King asked about the peer evaluation process for new faculty.

E. Library – Dr. Catherine Rudowsky

- i. Not present to report.

V. Matters Arising

- A. Dr. Griffith thanked Dr. Canales for encouraging him to become a Fulbright Specialist; he is looking forward to a number of trips as part of his new position.
- B. Dr. Layman announced there will be a Coordinating Board visit for the proposed DNP program on Friday, February 13, 2015. Faculty members are welcome to attend the exit portion of the visit; she will be sending out more information closer to the visit.

Dr. King moved to adjourn, Dr. Scoon seconded the motion; Meeting adjourned at 2:40 pm.