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.
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 ODEL; 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.