

# Graduate Council Meeting MINUTES

Approved  
February 12, 2015  
1:00 PM  
IH 323

<b>Council Members Present</b>	JoAnn Canales; Anita Reed; Melissa Jarrell; Eve Layman; Yolanda Keys; Scott King; Richard Smith; Claudia McDonald; Charles Etheridge; Sherry Garrett; Chris Bird; Robert Cutshall
<b>Ex-Officio Members Present</b>	Thomas Naehr; Bryant Griffith; Catherine Rudowsky
<b>Council Members Absent</b>	Corinne Valadez; Karen McCaleb; Joe Pena; Monica Hernandez

**Meeting began at 1:08 pm**

## **I. Approval of Minutes from January 22, 2015**

- A. Dr. Layman moved to approve the January 22, 2015 minutes; Dr. Garrett seconded the motion; minutes were approved with Drs. Cutshall & Etheridge abstaining.

## **II. CGS Updates**

- A. New Graduate Council Members – Dr. Thomas Naehr
  - i. Welcomed Drs. Pena and Etheridge as new CLA members to the council; both will be finishing out the semester for Drs. Scoon and Comparini who have scheduling conflicts with the Graduate Council meetings. CLA will hold elections to replace Drs. Scoon and Comparini for the remainder of their terms.
- B. TAMUS Council of Graduate Deans Meeting – Dr. JoAnn Canales
  - i. Annual Pathways student conference was scheduled to be held at TAMUCC in Fall 2014, but was cancelled due to UC construction; conference may be held at TAMUCC in Fall 2015.
  - ii. Inclusion of doctoral dissertation information on commencement program was not approved by President's Cabinet. CGS will keep trying to have information added to commencement program.
  - iii. Reminder to apply for College of Graduate Studies Fellow position, which will be closing February 15<sup>th</sup>; position is full time in the Summer and part time (50%) in Fall/Spring.
  - iv. Phi Kappa Phi induction is Sunday, March 29<sup>th</sup>; students have been identified but list had to be shortened due to cost; alumni will not be inducted this time and only 4% of faculty/staff can be inducted.

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

- v. January speech by Texas Higher Education Commissioner Paredes: focus is on existing doctoral programs and research universities; establishing new doctoral programs at regional universities will be viewed very critically.
      - 1. Dr. Layman mentioned that there are a number of DNP programs, but not in some regions; program proposals may be successful when need can be demonstrated.
- C. Provost's response to GC memo regarding 2016/17 catalog process – Dr. Thomas Naehr
  - i. Memo on behalf of GC voicing concern about the graduate catalog review process was sent to Dr. Beard; academic affairs will wait to open the next catalog cycle until all 2015/16 reviews have been completed; comment was made regarding the quality of catalog copy submitted by the college committees.
  - ii. Graduate Faculty Procedure 12.99.99.C3.01 Designation of Graduate Faculty
    - 1. Revised document that was approved by GC in October 2014 had gone to Deans Council; R&P subcommittee created new version based on feedback from Deans/Colleges; concern was voiced regarding brevity of the new document and lack of documentation of changes.
    - 2. Dr. Canales reminded GC that tracking changes is required for all document revisions; council members suggested there should be a routing form for approval of the document as well.
    - 3. Dr. Layman moved to rescind the document approved in October; Dr. McDonald seconded the motion; all council members voted in favor of the motion.

### **III. Committee Reports**

#### **A. Curriculum – Dr. Sherrye Garrett**

- i. Action item: Additional COB courses
  - 1. Recommendation was made to approve new COB courses MISC 5355, 5366, and 5367; council voted to approve the courses as recommended.
- ii. There is concern among council members regarding the course/catalog review process; efforts are duplicated at several levels (Graduate Council/Faculty Senate); discussion about streamlining the review process ensued.

#### **B. Rules and Procedures – Dr. Melissa Jarrell**

- i. Discussion item: Graduate Faculty Procedure
  - 1. See Section II.C.ii.

#### **IV. Liaison Reports**

##### **A. ITDEC – Dr. Richard Smith**

- i. No update; next meeting is February 13<sup>th</sup>.

##### **B. International – Dr. Scott King**

- i. No update; committee has not met recently.

##### **C. Retention – Dr. Sherrye Garrett**

- i. Was unable to attend last meeting; next meeting is March 11<sup>th</sup>.

##### **D. Faculty Senate – Dr. Bryant Griffith**

- i. Faculty Senate is reviewing a large number of documents (catalog, revisions/updates of rules and procedures); Chemistry MS degree is still under review.

##### **E. Library – Dr. Catherine Rudowsky**

- i. Entering Patron Driven Acquisition (PDA) phase; several hundred books were added to the library catalog. Acquisition is triggered by the second request for a book; library will then purchase an electronic copy.
- ii. Distance education students will be able to receive books by mail/FedEx/UPS, which will now include a return envelope to encourage use of library services by distance education students.
- iii. Redesign of library space is in the finance approval stage; design has been approved.
- iv. Expansion of the library is in the beginning stages.

#### **V. Matters Arising**

- A. Search for Director of International Office is ongoing; about 40 applications were received; Dr. Naehr is on the search committee.

**Dr. Layman moved to end the meeting at 2:34 pm.**