Graduate Council Meeting
MINUTES

November 13, 2014
1:00 PM
IH-323

Council Members Present
Anita Reed; Karen McCaleb; Corinne Valadez; Melissa Jarrell; Lisa Comparini; Eve Layman; Yolanda Keys; Scott King; Richard Smith; Sherrye Garrett; Claudia McDonald; Chris Bird

Ex-Officio Members Present
Thomas Naehr; Bryant Griffith; Catherine Rudowsky

Council Members Absent
Amber Scoon; Robert Cutshall; Monica Hernandez

Meeting began at 1:07 pm

I. Approval of Minutes from October 23, 2014
Dr. Comparini moved to approve the minutes with two minor editorial changes. Dr. Garrett seconded the motion; minutes were approved unanimously.

II. CGS Updates – Dr. JoAnn Canales
A. Graduate Student Advisory Committee
The first meeting was held on October 31. Meeting was successful with lots of student input. List of committee membership was provided; College of Science and engineering is still missing one representative.

B. Survey: Use of graduate student space in the Library
Handout of survey questions was provided to all members and input was requested; once additional input is received, survey will be sent out to all graduate students.

C. Formation of AdHoc Graduate Awards committee
Committee will meet to discuss the finalist from each College; one Graduate Council representative from each college will be on the committee, which will consist of Dr. Comparini, Dr. Reed, Dr. Bird, Dr. Valadez, and Dr. Keys; committee will meet on Thursday, November 20, 2014 at 1:00 pm.

III. Committee Reports
A. Curriculum – Dr. Sherrye Garrett
   i. Discussion/Action Item: Graduate catalog revisions
   Subcommittee recommended approval (with minor revisions) of the following catalog sections: COB, CLA, CONHS, and several COE courses; Graduate Council approved catalog sections as recommended; several courses were tabled pending further discussion: CNEP, IDET 6XXX, and all BIOL 6XXX,
CHEM 6XXX, FAMA 6XXX courses; additional catalog sections will be reviewed for the December 11 meeting.

Discussion followed regarding completeness and quality of documents (i.e., course proposals) that are being sent to Faculty Senate; CNEP courses have already been forwarded to the Senate without GC approval, which is cause for concern.

CGS will review the coding of courses numbered 6XXX in programs that do not offer a doctoral degree.

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

i. **Discussion item: Role of Graduate Council in the Graduate Faculty review process**

The role of Graduate Council in the Graduate Faculty review process was discussed. Some council members perceive the role of GC as a monitoring body, ensuring that the Colleges follow the process for submitting graduate faculty applications. Dr. Naehr pointed out that CGS already monitors the process and the University procedure on Graduate Faculty states that the role of GC is to review a faculty member’s qualifications for Graduate Faculty status.

Some GC members did not feel comfortable with this role. Further discussion and modification of the revised Graduate Faculty procedure may be necessary.

Discussion followed on what constitutes active scholarly or creative activity. Concern was voiced that counting only externally reviewed products (publications, presentations etc.) will make it difficult for some of the professional degrees to find qualified Graduate Faculty.

ii. **Action item: Graduate catalog revisions – CGS section**

Subcommittee recommended approval of Graduate Catalog section with the following revisions:

1. Remove interpretation of letter grades – does not match graduate grading rules.
2. Separate “Time to degree” and “Recency of credit” sections for clarity.
3. Shorten section on thesis committees to allow for variations between programs; Graduate Council approved CGS section unanimously pending revisions.

**IV. Liaison Reports**

A. **ITDEC – Dr. Richard Smith**

No report; committee has not met since last GC meeting.

**TENTATIVE FUTURE MEETING DATES:**

12/11, 01/08, 01/22, 02/12, 02/26, 03/12, 03/26, 04/09, 04/23
B. International – Dr. Scott King

A representative from TEC de Monterrey came to campus to sign an agreement with TAMUCC so students and faculty from both colleges can participate in an exchange program; College of Business will start the exchange in June and the other colleges in the Fall; Ana Billeaux will be leaving the International Office as of December 1, 2014.

C. Retention – Dr. Monica Hernandez

Dr. Reed reported that the committee had not met since the last GC meeting.

D. Faculty Senate – Dr. Bryant Griffith

Calendar committee is looking into changing evening class times to better accommodate non-traditional students; Dr. Layman asked if there were data to support this change and whether early evening classes were not being filled.

E. Library – Dr. Catherine Rudowsky

Library is expanding hours to support final exam week; on November 10th the library received a commitment of support from the Garcia family towards an expansion of the library; expansion will be towards the parking garage; survey went out to all students on campus to give input on the new space.

V. Matters Arising

Dr. Canales reiterated the commitment of having a peer-review component in decisions such as Graduate Faculty status; alternatively, review of faculty credentials would have to be done by CGS.

Designation of Graduate Faculty procedure is currently under review by College Deans; one concern is the length of the document; one likely change will be the alignment of graduate faculty review and post-tenure review (every 6 years).

Dr. King moved to adjourn and Dr. Bird seconded the motion; Meeting adjourned at 2:57 pm.

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