



# COLLEGE OF GRADUATE STUDIES

## Graduate Council Meeting MINUTES

Approved  
March 10, 2016  
01:00 PM  
Room LIB-220

<b>Council Members Present</b>	Charles Etheridge; Sherrye Garrett; David Gurney; Corinne Valadez; Frank Spaniol; Glenn Blalock; Thomas Naehr; Steven Seidel; Linda Gibson-Young; Joseph Mollick; Anita Reed; Chris Bird; Yolanda Keys; Pamela Greene
<b>Council Members Absent</b>	Monica Hernandez; Dulal Kar; Richard Smith; JoAnn Canales
<b>Ex-Officio Members Present</b>	Corinne Valadez; Catherine Rudowsky

### **I. Guests: Provost Quintanilla and Dr. Sanford – Presentation of proposed catalog review process**

Provost Quintanilla and Dr. Sanford presented the proposed catalog review process. Concerns with the current process include too many approval steps, the need for a better tracking system, and a lack of clearly defined duties.

Proposed process was presented and discussed. New process would include fewer review/approval steps and a new University committee that would review catalog changes. Discussion of catalog review versus new program review followed. Quintanilla stated that the document is in a draft stage and that more formal review and approval process will follow in Fall of 2016.

Graduate Council will review current document and provide feedback.

### **II. Approval of Minutes from February 25 Meeting**

Dr. Valadez moved to approve the minutes with one small change, Dr. Gurney seconded. Minutes were approved unanimously.

### **III. Reports and Updates**

#### **A. Graduate Council Chair – Dr. Anita Reed**

Dr. Reed thanked Provost Quintanilla and Dr. Sanford for their presentation and stated that she was very appreciative of the new library facilities.

#### **B. CGS Updates – Dr. Thomas Naehr**

Graduate student appreciation week is coming up in early April.

Graduate student research and travel fund applications are being reviewed. Application guidelines may be revised slightly for future funding periods and source of funds limits use for travel (e.g., international travel).

#### **C. Committee Reports**

##### **i. Curriculum – Dr. Charles Etheridge**

##### **1. Action item: Approval of DNP courses**

Subcommittee recommended approval of submitted DNP courses.  
Recommendation passed unanimously.

##### **2. Action item: Approval of changes to Educational Leadership doctoral program**

Subcommittee recommended approval of the reduction of the Educational Leadership doctoral program from 69 to 60 SCH as presented by the College of Education and Human Development.

**TENTATIVE FUTURE MEETING DATES:**

2016: 03/24, 04/14, 04/28, 05/12

Recommendation passed unanimously.

ii. Rules and Procedures – Dr. Sherrye Garrett

1. Action item: Masters Handbook

Recommended changes to the abstract guidelines in the handbook were presented. Change to let specific programs determine the content of the abstract. Abstract format will still follow the guidelines provided in the handbook.

Recommendation passed unanimously.

**D. Liaison Reports**

i. ITDEC – Dr. Richard Smith: not present

ii. Faculty Senate – Dr. Corinne Valadez

Academic Affairs Committee met and Dr. Valadez reported which catalog sections were approved and which were not. Details can be found in the minutes of the Academic Affairs Committee.

iii. Library – Dr. Catherine Rudowsky

Pictures from the campus-wide power outage were posted in the Library's Facebook page.

**IV. Unfinished Business**

A. Proposed catalog review process

Dr. Spaniol asked what the current process for catalog review is. Dr. Naehr explained current process. Discussion ensued, concerns were that Graduate Council efforts were duplicated by Faculty Senate and vice versa. Dr. Garrett stated the Graduate Council should be represented on University committee if proposed process will be implemented. Graduate Council will draft a statement addressing concerns with the proposed process.

**V. New Business**

None

**VI. Matters Arising**

None.

Meeting adjourned at 02:25 p.m.