Graduate Council Meeting
MINUTES

Approved
April 28, 2016
01:00 PM
Room LIB-220

Council Members Present
JoAnn Canales; Sherrye Garrett; David Gurney; Corinne Valadez; Glenn Blalock; Thomas Naehr; Steven Seidel; Linda Gibson-Young; Joseph Mollick; Anita Reed; Dulal Kar; Frank Spaniol; Charles Etheridge, Chris Bird, Pamela Greene, Yolanda Keys

Council Members Absent
Richard Smith; Monica Hernandez

Ex-Officio Members Present
Corinne Valadez; Catherine Rudowsky

I. Approval of Minutes from April 14 Meeting
Minutes were approved with corrections and two abstentions.

II. Reports and Updates
A. Graduate Council Chair – Dr. Anita Reed
Dr. Reed stated that she sent the Council’s response to position paper regarding the proposed new program and catalog revision process to the Provost.

Dr. Reed also showed the AY 2017 catalog guidelines and voiced concern about the very short turnaround times for catalog revisions at the College level. Dr. Naehr seconded these concerns and stated that in CSE, program coordinators had one week to complete all catalog revisions, including new courses and course changes.

The October 03 deadline for Graduate Council to submit its recommendation to Academic Affairs is also of concern, as the Council is often not fully seated until September.

B. CGS Updates – Dr. JoAnn Canales
Target-X, the new recruitment software will not include a module for graduate applications. It appears that there will be additional costs associated with the implementation of Target-X.

Graduate recruitment will now be handled by the Admissions Office. Details are still being worked out.

The Certificate for Counseling Spanish-speaking Clients has been approved and is now available for students to enroll.

C. Committee Reports
   i. Curriculum – Dr. Charles Etheridge
      1. Action item: CNEP 5385 – Bridge Supervision
         The subcommittee recommended approval of CNEP 5385 as submitted. The course was approved unanimously.

   ii. Rules and Procedures – Dr. Sherrye Garrett
      1. Discussion item: Revised University procedure 33.99.08.C0.02 – Graduate Assistants
         The subcommittee presented revisions to the University procedure on Graduate Assistants. There was some discussion regarding the types graduate assistants at TAMUCC and several minor wording changes to the procedure.

TENTATIVE FUTURE MEETING DATES:
2016: 05/12
The subcommittee recommended approval of the procedure with submitted changes. The procedure was approved unanimously and will be sent to Kevin Houlihan for further review and approval.

D. Liaison Reports

i. ITDEC – Dr. Richard Smith – not present, no report

ii. Faculty Senate – Dr. Corinne Valadez
   Faculty Senate has had its last meeting of the academic year. The proposal for a M.S. degree in English was approved by the Academic Affairs Committee. New senators were introduced. The Awards/Bylaws/Elections Committee was commended for their diligent work.
   New officers include:
   Speaker: Dr. Josuha Ozymy
   Deputy Speaker: Dr. Frank Spaniol
   Secretary: Dr. Karen Loveland

iii. Library – Dr. Catherine Rudowsky
   Students requiring a longer publication embargo for their dissertations and theses can request embargoes of any length during the electronic submission process.
   Naehr asked whether the library has to be informed of the embargo as well? Answer: no, the library will get this information from ProQuest.

III. Unfinished Business

A. Council meeting dates and frequency
   Current meeting days and times work for the schedules of the current Council members. Potential new days and times will be discussed with new Council membership at the beginning of the Fall semester.

IV. New Business

V. Matters Arising

Council members again voiced concern regarding the 2017/18 catalog process deadlines, which leave the Colleges very little time for making catalog changes.

Dr. Canales: The handbook for Masters students is undergoing another round of revisions, based on the input from CLA. Revised handbook will be brought back to the Council for review and approval.

Dr. Naehr reminded Council members that several graduate faculty applications and one new certificate proposal will be sent to the subcommittees for review and discussion at the May 12 meeting.

Meeting adjourned at 02:34 p.m.