



COLLEGE OF GRADUATE STUDIES

Graduate Council Meeting MINUTES

Approved
September 08, 2016
01:00 PM
Room LIB-220

Attendees: ☒ present ☐ absent

<input checked="" type="checkbox"/> Dr. Monica Hernandez	<input checked="" type="checkbox"/> Dr. Joseph Mollick	<input checked="" type="checkbox"/> Dr. Alexandra Theodossiou
<input checked="" type="checkbox"/> Dr. Corinne Valadez	<input checked="" type="checkbox"/> Dr. Frank Spaniol	<input checked="" type="checkbox"/> Dr. Lynn Hemmer
<input checked="" type="checkbox"/> Dr. David Gurney	<input checked="" type="checkbox"/> Dr. Charles Etheridge	<input type="checkbox"/>
<input type="checkbox"/> Dr. Yolanda Keys	<input checked="" type="checkbox"/> Dr. Pamela Greene	<input checked="" type="checkbox"/> Dr. Sara Baldwin
<input checked="" type="checkbox"/> Dr. Chris Bird	<input type="checkbox"/> Dr. Dulal Kar	<input checked="" type="checkbox"/> Dr. Xinping Hu
<input checked="" type="checkbox"/> Dr. JoAnn Canales	<input checked="" type="checkbox"/> Dr. Thomas Naehr	<input checked="" type="checkbox"/> Dr. Catherine Rudowsky
<input checked="" type="checkbox"/> Dr. Steve Seidel		

I. Approval of Minutes from August 25 Meeting

Dr. Greene moved to approve the August 25 minutes as submitted. Dr. Gurney seconded. Minutes were approved unanimously.

II. Subcommittee Assignments

Subcommittee membership was established. Two members from each college will serve on the Curriculum Subcommittee, one member from each college will serve on the Rules and Procedures subcommittee.

A. Selection of Subcommittee Chairs

Subcommittee chairs will be elected during the first subcommittee meetings.

III. Reports and Updates

A. Graduate Council Chair – Dr. Charles Etheridge

Dr. Etheridge met with Dr. Ozymy, Dr. Kutil, and Dr. Sanford about the catalog review process. It was pointed out again that there is significant duplication of effort by Graduate Council and Faculty Senate during catalog review. For the current review cycle, Faculty Senate will not conduct a complete review of the graduate catalog, but rather base its recommendation on the summary of requested changes that will be submitted by Graduate Council.

Dr. Hemmer: what does the catalog review process proposed by Academic Affairs (Dr. Sanford) look like? Dr. Etheridge explained the proposed procedure.

Dr. Canales explained the process for new course and program approval and Dr. Etheridge added that all new program proposals are reviewed by Academic Affairs before they go out for review.

TENTATIVE FUTURE MEETING DATES:

2016: 09/22, 10/13, 10/27, 11/10, 12/08

2017: 01/12, 01/26, 02/09, 02/23, 03/09, 03/23, 04/13, 04/27, 05/11

Dr. Hu: are only new programs reviewed or existing ones as well? Dr. Naehr explained that new programs undergo a full review separate from existing programs, which are only reviewed as part of the catalog change process.

B. CGS Updates – Dr. JoAnn Canales

Dr. Canales explained the vetting process for abstracts submitted for the Pathways conference. College liaisons will collect and review abstracts for each college by September 19 and CDC will make its final selection on September 20.

i. College to Career Event: September 27–29

Sessions will be geared mainly toward juniors and seniors. Workshops will include resume writing and interview skills. Faculty from each college will have the opportunity to volunteer.

ii. Faculty Forums: October 14, 10:00 a.m. and 01:00 p.m.

Stay posted for topics.

iii. ATGS meeting agenda

The ATGS meeting agenda was distributed. The meeting will take place on September 22 and 23, with a presentation by ProQuest (thesis and dissertation submission) for students, faculty, and staff on the 23rd from 9:15 to 10:15 a.m. in UC Lonestar A.

iv. Reorganization update

No updates.

C. Committee Reports

i. Curriculum – no report

ii. Rules and Procedures – no report

D. Liaison Reports

i. ITDEC – Dr. Frank Spaniol

No report – committee will meet on September 09.

ii. Faculty Senate – Dr. Corinne Valadez

The Academic Affairs committee met and has agreed on streamlining the catalog review and new course approval process.

Faculty Senate will recommend approval of the new Certificate in Marriage, Couple, and Family Counseling with two recommendations.

The Academic Affairs committee developed a rubric for syllabus review similar to Graduate Council's rubric.

Catalog copy should come to Faculty Senate as camera-ready as possible.

Dr. Spaniol: the Faculty Affairs committee has a long list of items to address. One of the big issues will be the proposed changes to the external employment rule. FA will also address workload and post-tenure review, again pushing for pay increases in cases of successful post-tenure review.

iii. Library – Dr. Catherine Rudowsky – no updates

IV. Unfinished Business

Discussion of catalog review process. Dr. Naehr stated that the catalog review process should be coordinated with Faculty Senate's meeting schedule to allow FS to make its recommendations. This means the Graduate Council should conclude its review by early October.

V. New Business

A. Graduate Catalog Review – Dr. Thomas Naehr

Dr. Naehr explained the catalog review process for the new Council members.

VI. Matters Arising

Dr. Etheridge: are changes submitted now for the 2018/19 catalog?

Dr. Naehr: yes, changes for the 2017/18 catalog were due on July 01, 2016.

Dr. Hemmer: can there be exceptions?

Dr. Naehr: yes, if driven by external factors (external approvals etc.). However, the catalog has been changed in the past after GC and FS review without notifying the Council or Graduate Studies, which has caused problems with regard to admission and degree plan requirements.

Dr. Etheridge: will develop motion regarding changes made after the catalog deadline by next meeting.

Meeting adjourned at 02:05 p.m.