

Graduate Council Meeting MINUTES		October 26, 2017 Approved 1:00 – 3:00 PM LIB-208
<b>Attendees:</b>		
xDr. Joseph Mollick	xDr. Alexandra Theodossiyou	Dr. A. N. M. Waheeduzzaman
Dr. Frank Spaniol	Dr. Lynn Hemmer	xDr. Faye Bruun
xDr. Charles “Chuck” Etheridge	xDr. Steven Seidel	xMr. Louis Katz
xDr. Pamela Greene	Dr. Sara Baldwin	xDr. Susan Dyess
xDr. Dulal Kar	xDr. Xinping Hu	xDr. Christopher Bird
Dr. JoAnn Canales	xDr. Marvarene Oliver	xDr. Catherine Rudowsky

- I. Dr. Seidel called the meeting to order.
- II. Approval of minutes from October 12, 2017 meeting
  - A. Dr. Rudowsky noted error in number of Senate bill discussed.
  - B. Motion to approve as amended by Professor Katz, seconded by Dr. Hu.
    - i. 1 abstention, 0 Oppose, motion passed by majority
- III. Reports and Updates
  - A. Graduate Council Chair – Dr. Seidel: Discussion re Curriculog process potential changes
    - i. Some inconsistencies and some issues found using curriculog. Due to the limited flexibility afforded by curriculog CGS is making the recommendation that access e limited to a select few in the approval process. It may be limited to chairs of subcommittees and GC chair decision to work exclusively in Curriculog moving forward. CGS will provide all the document to GC members to review and CGS would be relied upon to use cirrculog. We do not want members to learn new software each year.
  - B. CGS Updates – Dr. Oliver:
    - i. Update concerning Provost notification re availability of graduate handbook and request for information re departmental/program handbooks;
      - a. Provided list to council members that includes each graduate program and their status regarding departmental/program handbooks.
      - b. Council was informed that each graduate program and their status regarding departmental/program handbook availability on the web will be presented to the provost.
      - c. Reminded Council members that each program must have a handbook.
      - d. The template was requested and will be sent to each Council member.
    - ii. Reminder re CGS Resolution (April 15 Resolution)
      - a. A description of the April 15<sup>th</sup> Resolution was provided and a fact page was provided. Students cannot be required to accept or commit to a financial package prior to April 15 in any year.

- b. Professor Katz requested that Dean Canales send the fact sheet via email to university faculty.
- C. Committee Reports
  - A. Curriculum Committee – Dr. Seidel on behalf of Dr. Etheridge
    - i. Noted that all program and course changes and additions were reviewed. Indicated that most changes in Curriculog were approved last year. Some changes were new but it was difficult to determine in Curriculog what had already been approved; thus, the Curriculum Committee reviewed all proposals.
    - ii. At least two member reviewed all proposals and every Curriculum Committee member reviewed the new submissions in KINES. The committee voted to approve new courses and program changes in KINES as well as all other course and program changes, including the MPA, in all colleges. The committee noted that they approved course number changes as long as such changes meet the criteria of SACS. Dr. Oliver reported that Dr. Canales also reviewed KINES items and found no problems.
    - iii. On behalf of the Curriculum Committee, Dr. Greene moved that the Graduate Council approve the report of the Curriculum Committee, including recommendations to approve all Curriculog changes. No second was required. The motion passed unanimously, with 0 abstentions.
    - iv. A short discussion ensued related to non-substantive changes and the role of Graduate Council with such items.
- D. Rules and Procedures: No report
- E. Liaison Reports
  - i. ITDEC-no report
  - ii. Faculty Senate – Dr. Frank Spaniol -absent
  - iii. Library – Dr. Catherine Rudowsky: no report.
  - iv. International Education Committee – Dr. Greene for Dr. Mollick: reported that *International Education Week* will take place in November. Each day will serve to celebrate different cultures. Dr. Greene also noted that past and present records will be used in efforts to assist international students to settle into the university environment as well as determine where possible improvements can be made on the part of the University.

IV. Unfinished Business – none

V. New Business – none

VI. Matters Arising – Dr. Hu brought up the issue that lack of TA tuition coverage as part of policy can play a deciding role in students' decision to select a University. Council members noted that it is difficult to attract TAs if they still have to pay tuition and discussed whether a statement should be made by graduate faculty. Council also acknowledged that addressing funding would be an issue in moving such action forward.

VII. Adjournment – Dr. Bird motioned to adjourn. The meeting adjourned at 1:52.

TENTATIVE FUTURE MEETING DATES

2017: 11/09; 12/14

2018: 01/25; 02/08; 02/22; 03/08; 03/22; 04/12; 04/26; 05/10