I. Call to Order and Attendance- Dr. Seidel
Dr. Seidel asked the members for a refresher on how many members composed a quorum and it was determined that there was a quorum so that the meeting could commence.

II. Approval of Minutes from December meeting
Dr. Seidel called for the approval of the minutes from the December meeting. Dr. Waheeduzzaman noted that there was a mistake in the first paragraph consisting of an incomplete sentence. Dr. Seidel indicated that there appeared to be a name missing and agreed to correct it. Dr. Seidel motioned to approve the minutes and the motion carried with nine yes votes, no nays and no abstentions.

Dr. Bruun, Dr. Hemmer and Dr. Mollick arrived after this vote was conducted and did not vote.

III. Reports and Updates
A. Graduate Council Chair Update
   a. Dr. Seidel reported that there are 16 3MT applicants and that there are two elimination heats planned for the last week of March prior to the competition on April 4.
   b. Dr. Seidel also reported that the previous Council meeting’s online format seemed inefficient and indicated there was an issue with voting occurring at inappropriate times. Dr. Sanos suggested that future online meetings be held using the Slack online meeting platform, and stated that it allows for individuals to be allotted separate projects.

B. CGS Update: Dr. Seidel reported that Dr. Oliver and Dr. McCaleb are at a conference and that there is no further update or report at this time.

C. Committee Reports
   a. Curriculum: Dr. Seidel reported that the Curriculum Committee met earlier in the semester to finish addressing a previous issue from last semester. One class in electrical engineering had a requirement for a competency test that was external to the university. At the last minute, that requirement was being removed, as it was in fact not technically a requirement. Curriculum council members were surprised that it even
showed up on the application for the class. Members of the curriculum council voted to do away with the requirement of the external test.

b. **Rules and Procedures:** Prof. Katz reported that twelve individuals’ applications for various graduate faculty statuses have been voted upon and unanimously approved by the Rules and Procedures committee. He moved that the graduate council accept the committee report and approve the named individuals’ graduate faculty status requests. The motion passed unanimously, with 12 yes votes, 0 no votes, 0 abstentions.

Prof. Katz also noted that a large volume of applications for graduate faculty status are anticipated in the coming month as the deadline approaches.

**D. Liaison Reports**

i. **ITDEC** - Dr. Theodossiou reported that an opportunity for faculty to do research will be supported and that there are funds available. Additionally, she reported that there is a call for participation of both faculty and students in the Ideathon taking place on campus. Winners will move forward into regional and state competitions and there is an award of $1000. More information will be available as the semester proceeds.

ii. **Faculty Senate** – Dr. A. N. M. Waheeduzzaman reported that the Faculty Senate has recently approved a large quantity of curriculum. Dr. Waheeduzzaman and Dr. Theodossiou jointly reported that the next Senate meeting has been postponed until February 22 as some speakers are participating in a system-wide meeting and the scheduled location is unavailable at the previous time. Dr. Seidel asked what the release time is for the speaker for faculty senate, and Dr. Katz stated that it is one semester. Dr. Waheeduzzaman stated that it was “half time.”

iii. **Library** – Dr. Catherine Rudowsky reported that the iCreate space in the Library is now open, and encouraged everyone to use the space as well as to bring students and classes to use it. The ambition of the library according to Dr. Rudowsky is for the space to be in continuous use.

She further reported that the QEP for SACS accreditation centers around educational literacy, and that there will be an endeavor to put together a full proposal over the next year. There will be an upcoming call for QEP committee members, with hopes to include representatives from all departments across campus and including at least one undergraduate student and one graduate student.

Finally, Dr. Rudowsky reported that the Library has a new Hector P. Garcia stipend to facilitate the use of the Hector Garcia papers now that they have returned to the Library. Dr. Rudowsky indicated that the requirements are minimal, and they are hoping to get the word out about the stipend as it has been funded for two years. Dr. Sanos asked if the stipend was available only to graduate students, and Dr. Rudowsky indicated that it was available to graduate students and practicing professionals. Dr. Rudowsky noted that they had hopes of success stories within the first two years to promote further funding in the form of endowments.

iv. **International Education Committee** – Dr. Joseph Mollick reported that the committee has not met since the last Graduate Council meeting and as such has nothing to report.

**IV. Unfinished Business:** None

**V. New Business:** Dr. Seidel indicated that the next meeting as currently planned would take place in the middle of Spring Break. A discussion arose regarding rescheduling. Dr. Seidel indicated it would
be necessary for the council to meet in March and that the meeting could not be canceled. Dr. Hollenbaugh suggested creating a Doodle poll including March 28th and March 21st as options for rescheduling. Dr. Seidel agreed.

VI. Matters Arising
   a. Dr. Hu reported that he has been asked by the College of Undergraduate Studies to fill out program or degree plans and noted that the undergraduate plans are very different from graduate-level plans. Dr. Seidel suggested that he consult Christy Marks for assistance, and Dr. Hu wondered why Undergraduate Studies is involved in graduate degree plans. Dr. Bruun indicated that she had been asked to do the same thing and also that she had not yet begun to complete the task. Dr. Hemmer asked if Graduate Studies was aware that the requests had been made and Dr. Seidel indicated that they are aware but that he did not know what their comment might be.
   b. Dr. Waheeduzzaman queried as to whether the set dates for the April and May meetings are correct, and Dr. Seidel corroborated that they are correct.

VII. Adjournment- Dr. Waheeduzzaman motioned to adjourn.

| TENTATIVE FUTURE MEETING DATES |
|---------------------------------
| [March meeting to be set via Doodle Poll including March 21 and March 28.] 4/11, 5/9 |