

Graduate Council Meeting Minutes		1:00 – 2:03 p.m. Online November 10, 2022
Attendees:		
<input checked="" type="checkbox"/> Dr. David Zhang	<input checked="" type="checkbox"/> Dr. Patrick Crowley	<input checked="" type="checkbox"/> Dr. Jack Clampit
<input checked="" type="checkbox"/> Dr. Mikaela Boham	<input checked="" type="checkbox"/> Dr. Corinne Valadez	<input checked="" type="checkbox"/> Dr. Kevin Bazner
<input checked="" type="checkbox"/> Dr. Yuliana Zaikman	<input type="checkbox"/> Dr. Peter Moore	<input type="checkbox"/> David Shields
<input checked="" type="checkbox"/> Dr. Dixie Andelman	<input checked="" type="checkbox"/> Dr. Heather DeGrande	<input type="checkbox"/> Dr. Tammy McGarity
<input type="checkbox"/> Dr. Dorina Murgulet	<input type="checkbox"/> Dr. Fereshteh Billiot	<input checked="" type="checkbox"/> Dr. Patrick Larkin
<input checked="" type="checkbox"/> Dr. Hua Zhang	<input checked="" type="checkbox"/> Dr. Lucy Huang	<input checked="" type="checkbox"/> Dr. Medhi Sookhak
<input checked="" type="checkbox"/> Dr. Isla Schuchs Carr	<input checked="" type="checkbox"/> Dr. Marvarene Oliver	<input type="checkbox"/> Dr. Catherine Rudowsky
<input checked="" type="checkbox"/> Dr. Karen McCaleb		

- I. Call to Order and Attendance: Dr. Boham called the meeting to order at 1:00 and called roll (attendance indicated above).
- II. Approval of October 2022 minutes: Dr. Valadez moved to approve the minutes and Dr. DeGrande seconded the motion. The minutes were approved.
- III. Reports and Updates
 - A. Graduate Council Chair Update: Dr. Boham that the Instructional Technology Committee has not met but plans to begin again in Spring 2023. She, in discussion with council members, named Dr. Heather DeGrande as the council's representative to the Instructional Technology Committee and Dr. Patrick Larkin as the representative to the International Education Committee.
 - B. CGS Update: Dr. McCaleb informed council about the Islander Grad Expo on Saturday, Nov. 12, which is sponsored by Graduate Admissions and Recruitment; she noted that CGS is involved and provided information about the event. She also informed council members about the need for the Awards Committee to be established for this year in order to select Graduate Outstanding Award winners. She also indicated that a new Outstanding award, the Islander Impact Award, is being offered this year.

Dr. McCaleb informed council members that the initial CIRTL meeting was held on Nov. 5. Dr. Oliver reported that 13 people attended from across several colleges. She gave a brief synopsis of what was covered on Saturday and discussed broad plans for Spring workshops, which will include a repeat of Workshop #1 for the benefit of those who could not attend. Dr. McCaleb pointed out that certification is available for students who complete the workshops necessary to meet the criteria. Dr. Oliver also reported she will be offering a workshop late this semester or early next semester for faculty, especially for program coordinators and those who chair dissertations and theses. She noted the stress involved for both students and faculty when there is lack of understanding of the process that results in delays of final dissertation/thesis approval

or graduation clearance. She asked for support from Graduate Council members. She also noted that council is scheduled to meet in December; if the meeting is not needed, it will be canceled.

C. Committee Reports

- i. Curriculum: Dr. Valadez reported on two graduate programs coming to the University Curriculum Committee. There was discussion and clarification of the process and role of the council's curriculum committee as it relates to the UCC. In addition, Dr. Valadez discussed potential concerns and questions about the proposals and received context from Dr. Bazner about one of the programs. Dr. Valadez moved that the council approve the report from the committee. The report was approved, with one member abstaining from the vote.
- ii. Rules and Procedures: Dr. McGarity was unable to be present and asked Dr. Boham to provide the report. Two applications were considered and approved by the committee. Dr. Boham moved the report of the committee be accepted. The motion was approved.

D. Liaison Reports

- i. Instructional Technology Committee: No report. Dr. Heather DeGrande agreed to serve as the liaison for this committee.
- ii. Faculty Senate: Dr. Isla Schuchs Carr reported that Senate is meeting next Friday. She indicated that procedures are out for review and that faculty members should receive information through their senators. She noted that faculty engagement is a major focus, especially in terms of re-creating a sense of community.
- iii. Library: Dr. Rudowsky could not be present and did not provide a report.
- iv. International Education Committee: Dr. Patrick Larkin agreed to serve as the liaison for this committee. There was no report. Dr. Crowley informed council members that he attended one day of the Southwest Regional NASFA: Association of International Educators conference held in Corpus Christi.

IV. Unfinished Business: None

- V. New Business:** Dr. Oliver reminded members of the need to look at the bylaws. The council asked Dr. Oliver to do an initial mark-up for the Policies and Procedures Committee to work with. Dr. Larkin updated Graduate Council about concerns regarding teaching assistant pay and workload. He noted that in the College of Science, a new workload policy regarding teaching assistants has gone into effect that impacts both teaching assistants and faculty members. CPIRA is also considering issues related to graduate assistants. Dr. McCaleb asked for specific information, including written information; she noted two issues – stipend increase and workload. She indicated that the workload concerns should be addressed now. Dr. L. Huang reported that graduate assistants in her program are having the same workload issues as those discussed by Dr. Larkin.

VI. Matters Arising: None

VIII. Adjournment: Dr. Larkin moved to adjourn. The meeting adjourned at 2:03 p.m.

FUTURE MEETING DATES

12/8/22

01/12/23, 02/09/23, 03/09/23, 04/13/23, 05/11/23