

Graduate Council Meeting Minutes

April 23, 2010

I. Call to order

Dr. Jeff Brown called the meeting to order at 9:52 on April 23, 2010.

Roll call

The following persons were present:

Jeff Brown, Lynne Manganaro, Neal McReynolds, Louise Autio, John Kilburn, Shaun Sexton, Whitney Bischoff, Tagi Sagafi-Nejad, Alfredo Ramirez, Rogelio Hinojosa

MOTION: Dr. Autio proposed minutes from last URC meeting be approved with these corrections: Correct spelling of Dr. Lynne Manganaro's name, replace all "&" with "and" and remove "dissertation" from the "PhD dissertation committee" in section III E, Dr. Manganaro seconded and it passed unanimously.

IIA. University-wide Thesis Manual - Addition of Dissertation (pending action from SSB)

Still pending, needs to be brought up to SSB

IIB. Graduate Program review

Dr. Jeff Brown distributed copies of the old review form and the new program review template developed by Dr. Juan Lira, and Mary Trevino. He asked for the committee to let him know if there is anything in the old document that needs to be added to the new version. This is a draft document, so any other comments forward to Dr. Jeff Brown.

New review process will be done program by program AND department by department.

On page 4 & 5 of new template, there is the same wording for both "graduation rates" and for "average time to degree"

Dr. Kilburn suggested adding resource information about who to ask questions or definitions of items on the program template. Dr. Jeff Brown said that other institutions often add footnotes or bring questions to the attention of the Coordinating Board for them to tighten definitions

Page 4 - Under "Program Support Services", add library information resources to the list

Page 2 - "Curriculum & Co-Curriculum Issues"- Dr. McReynolds felt that the class content and order were up to the faculty member or dependent on which faculty are currently on staff. Dr. Jeff Brown said he thought the intent was for it to be more at the program level, i.e. the classes required for a degree or if there was a specific order classes needed to be taken in.

IIIA. Graduate Faculty Applications

- i. Paul Niemeyer (COAS) **MOTION:** Approval of full Graduate Faculty Application - passed
- ii. Aleta Belcher (COED) **MOTION:** Approval of full Graduate Faculty Application - passed
- iii. Ron Anderson (COED) **MOTION:** Approval of full Graduate Faculty Application - passed
- iv. Cathy Guerra (COED) **MOTION:** Approval of full Graduate Faculty Application - passed
- v. Miki Henderson (COED) **MOTION:** Approval of full Graduate Faculty Application - passed
- vi. Bernice Sanchez (COED) **MOTION:** Approval of full Graduate Faculty Application - passed
- vii. Jennifer Coronado (COED) **MOTION:** Approval of full Graduate Faculty Application -passed
- viii. Sandra Garrett (COED) **MOTION:** Approval of full Graduate Faculty Application - NOT passed
- ix. Kyung-Shin Park (COED) **MOTION:** Approval of full Graduate Faculty Application - passed
- x. Rafael Romo (COED) **MOTION:** Approval of full Graduate Faculty Application - NOT passed

Ran out of time to finish the last three applications, so voting will be done via email or by writing the last name of the applicant and a "yes" or "no" on a piece of paper and depositing the vote in Dr. Jeff Brown's mailbox by a specific deadline for votes to be passed in. Dr. Jeff Brown will send an email to the committee with the application information and the deadline date for votes to be submitted.

- xi. Sukho Lee (COED) **MOTION:** Approval of full Graduate Faculty Application – passed via e-vote
- xii. Ramon Alaniz (COED) **MOTION:** Approval of full Graduate Faculty Application – passed via e-vote
- xiii. Trace Pirtle (COED) **MOTION:** Approval of full Graduate Faculty Application – passed via e-vote

IIIB. Comprehensive Exams (Neal McReynolds)

Comprehensive exam is valid for 1 year and are taken after completion of coursework but prior to completing the thesis. Dr. McReynolds questioned whether that needs to be changed, since in some cases/disciplines it will take longer than 1 year to complete the thesis. Under current guidelines, student would have to retake the comprehensive exam.

Adjournment

Meeting adjourned at 11:30
Minutes submitted by: Dr. Jeff Brown and Celeste Kidd
Minutes approved via e-vote