

*Graduate Council
Meeting Minutes*

April 13, 2012

I. Call to Order

Dr. Jeff Brown called to order the meeting of the Graduate Council at 9:10 a.m. on April 13, 2012 WHTC 224.

Roll Call

The following persons were present: Whitney Bischoff, Ken Tobin, Randel Brown, Neal McReynolds, Louise Autio, Roberto Heredia, Patricia Uribe, and Claudia San Miguel.

In *absentia* were John Dean, Rogelio Hinojosa, William C. Gruben, Brendan Townsend, Andrea Beattie, Abhijit Patwardhan, and Oscar Reyna.

Approval of minutes from last meeting

Motion: Dr. Randel Brown moved to approve the meeting minutes from March 23, 2012 and Patricia Uribe seconded the motion. The motion was passed unanimously.

II. Old Business

B. Size & Membership of Graduate Advisory Committees (Dr. San Miguel)

Motion: It was moved to have a total of three Thesis committee members; two within the program & 1 external and Dr. Heredia seconded.

This motion was passed unanimously.

III. New Business

A. *Graduate Faculty Applications*

a. Full

i. **Roberto Heredia (COAS)**

Motion: It was moved and seconded to approve him at the Full level.

This motion was passed unanimously.

B. *Minimum Standards for initial acceptance into Graduate School (3.0 GPA?)*

Graduate council members decided to remain with the same policy in place.

C. *Faculty Senate: Re-approval of Graduate Faculty Guidelines*

Dr. Jeff Brown expressed concern about Graduate Faculty guidelines not updated or addressed by Faculty Senate.

D. Re-balancing terms of appointment for Graduate Council representatives

It was discussed to inquire with new voted in members about the reduction of their term to one year for ½ of them. This would balance the terms of the appointments.

E. Graduate Faculty status for fixed-term appointments

Motion: Dr. Jeff Brown moves to have Dr. Randel Brown chair a sub-committee made up of the following volunteers; three from Graduate Council and two fixed term representatives from COED & CSON. Dr. Heredia, Dr. Brown & Dr. Autio volunteered. The motion was seconded by Dr. Randel Brown and passed unanimously.

F. Thesis/Dissertation

Motion: Dr. Heredia moves to accept Dr. Jeff Brown's manual updates conceptually. Dr. San Miguel seconded. This motion was passed unanimously.

Adjournment

Dr. San Miguel moved to adjourn the meeting at 10:40 a.m.

Minutes submitted by: Suzanne Alford and Jeff Brown.

Minutes are pending approval by Graduate Council.