I. Call to order
Dr. Jeff Brown called to order the meeting of the Graduate Council at 12:10 on February 20, 2009 in WHTC 224.

Roll call
Dr. Jeff Brown conducted a roll call. The following persons were present: Louise Autio, Neal McReynolds, Rogelio Hinojosa, Faridoun Farrokh, Trace Pirtle, Dean Champion, Whitney Bischoff, John Kilburn, Randel Brown.

In absentia were Robert W. Haynes, Kevin Lindberg, Tagi Sagafi-nejad, Haibo Wang, Prasad Vemala, and Oscar Reyna.

II. Approval of minutes from last meeting
MOTION: Dr. Randel Brown moved to approve the meeting minutes from November 14 and the motion was seconded by Dr. Faridoun Farrokh & passed unanimously.

III. Old Business
A. Revisions of Graduate Faculty Process & Designations
Dr. Jeff Brown went over the results from the previous meeting.

B. Graduate Council Representation on University Scholarship Committee
Dr. Brown asked for any volunteers & Dr. Kilburn volunteered to hold this seat.

C. Graduate Program Review
Dr. Jeff Brown explained the review process and mentioned that Mr. Warren Graffeo will be revising this.

D. University-Wide Thesis Manual
Dr. Brown explained that Mr. Graffeo reviewed the manual & made minor corrections.

MOTION: It was moved and seconded to approve the proposal as written & required. The motion was passed unanimously.

It was discussed by the council members that the Thesis proposal should be required before the Thesis course.

MOTION: It was moved and seconded to leave the issue open to the advisory thesis committee. The motion was passed unanimously.
E. University-Wide Graduate Handbook
   i. Graduate Advisory Committees—Graduate Council’s Role

   Dr. Jeffrey Brown explained to the council members that Mr. Warren Graffeo will be reviewing the handbook.

IV. New Business
   A. Graduate Faculty Applications
      a. Full
         • Siddarth Shankar (SSB)
           MOTION: It was moved and seconded to approve him at the Full level. The motion was passed.

         • William Gruben (SSB)
           MOTION: It was moved and seconded to approve him at the Full level. The motion was passed unanimously.

      b. External
         • Oscar Cisneros (SSB)
           MOTION: It was moved and seconded to approve him at the External level. The motion was passed.

   B. New LBV items for conference
      Dr. Brown passed around the LBV padfolios & pin drives for the council members to view.

   C. Update on Open House
      Dr. Brown discussed the Graduate Studies Open House held on February 19th & the good turnout. Also mentioned the upcoming university-wide Open House scheduled for April.

   D. Undergraduate courses for Graduate Credit (Robert Haynes)
      Dr. Brown decided to table this issue until Dr. Haynes is present at the meeting. He was in absentia.

   E. Redefinition of full-time status for ABD PhD students (Tagi)
      Dr. Brown decided to table this issue until Dr. Sagafi is present at the meeting. He was in absentia.

   F. GMAT Formula [need a proposal]
      Dr. Jeffrey Brown expressed his thought that this formula should come from the School of Business as they require the exam.

Adjournment

Dr. Randel Brown moved to adjourn the meeting at 1:00.
Minutes submitted by: Dr. Jeff Brown & Suzanne Alford
Minutes are pending approval by Graduate Council.