

*Graduate Council
Meeting Minutes*

October 28, 2011

I. Call to Order

Dr. Jeff Brown called to order the meeting of the Graduate Council at 9:40 a.m. on October 28, 2011 WHTC 226.

Roll Call

The following persons were present: Randel Brown, Whitney Bischoff, Ken Tobin, Louise Autio, Abhijit Patwardhan, Andrea Beattie, John Dean, Claudia San Miguel, Brendan Townsend and Patricia Uribe.

In *absentia* were Rogelio Hinojosa, Neal McReynolds, William C. Gruben, Roberto Heredia and Oscar Reyna.

Approval of minutes from last meeting

Motion: Randel Brown moved to approve the meeting minutes from September 23, 2011 and Ken Tobin seconded the motion. The motion was passed.

II. New Business

A. *Graduate Faculty Applications*

a. Full

i. Maria Romero-Ramirez (COAS)

Motion: It was moved and seconded to approve her at the Full level.
This motion was passed unanimously.

ii. Alfred Addo-Mensah (COAS)

Motion: It was moved and seconded to approve him at the Full level.
This motion was passed unanimously.

iii. Tom Mitchell (COAS)

Motion: It was moved and seconded to approve him at the Full level.
This motion was passed unanimously.

b. External (None)

B. C's in Ph.D Program

It was recommended by Graduate council members that Dr. Patwardhan take the topic back to his colleagues for review and provide council members feedback at the next meeting.

C. Reduce the number of C's permitted to one?

Motion: Dr. Patricia Uribe moved to reduce the policy to allow graduate/masters students to receive only one C. Dr. Randel Brown seconded and the motion was passed.

Friendly Amendment: A friendly amendment was made to also reflect the changes in the Scholastic Deficiency Policy. It was passed.

D. Comprehensive Exam Form

Dr. Brown passed the form for review by the committee members and there were no objections. The form was approved.

E. Graduate Assistantships

a). Full-time requirement waivers

Motion: Dr. Randel Brown moved to approve the policy/process currently in place. The motion was seconded by Dr. San Miguel. The motion was passed unanimously.

1. *How to handle PhD students who are ABD*

Tabled for next meeting

b). Limit number of semesters with a GAship?

Motion: Dr. Randel Brown moved to limit the number of long semesters to 6, excluding summer for masters students. The motion was seconded by Dr. San Miguel. The motion was passed unanimously.

Motion: Dr. John Dean moved to limit the number of long semesters to 8 for PhD students. The motion was seconded by Dr. Randel Brown. The motion was passed unanimously.

c). *GA's and other employment*

It was decided to ask supervisors for clarification on what their needs are.

d). *FYI- GA minimum courseload for FICA Exemption*

Dr. Brown explained the policy of half-time students equal to 4SCH for FICA exemption.

F. Thesis/Dissertation

Motion: Dr. Randel Brown moved to have Dr. Brown sign the Thesis form. The motion was seconded by Dr. Patricia Uribe. The motion was passed.

Friendly Amendment: A friendly amendment was made to also reflect the cascading changes in the Thesis Manual/Handbook. It was passed.

Adjournment

Randel Brown moves to adjourn the meeting at 11:03 a.m.

Minutes submitted by: Suzanne Alford and Jeff Brown.

Minutes are pending approval by Graduate Council.