



Office of Research & Graduate Studies

Approved
10/28/10
2:00PM
FC 101

Graduate Council Meeting Minutes

Council Members Present: Mary Bantell, JoAnn Canales, Chuck Etheridge, Jim Gibeaut, Hongyu Guo, Sam Hill, Eve Layman, Jim Lee, Thomas Naehr, Marvarene Oliver, Anita Reed, Scott Sherman, Robert Smith, Corinne Valadez, Virginia Wheelless

Council Members Absent: Luis Cifuentes, Patricia Olenick

Council Ex-Officio Present: Sherrye Garrett

Council Ex-Officio Absent: Sarah Sutton,

I. Approval of Minutes from 9/23/10

Motion: To approve the minutes as presented

Moved: Virginia Wheelless; **Second:** Marvarene Oliver. **Unanimous approval**

II. Acalog/Graduate Catalog Schedule - Cely Smart

Cely Smart provided a brief demonstration regarding the process for entering edits into the current catalog. Discussion ensued regarding access to Acalog and responsibility for editing, etc. Decision: JoAnn Canales will export word copies from Acalog to committee members. Committee members will use the Tracked Changes Features on word copy and share recommendations with council members. Canales will enter the Graduate Council approved recommendations into Acalog, prepare an executive summary, and forward to the next approving body. Cely will check with the Acalog folks to determine if there is a way an executive summary can be generated and if the lines can be numbered (as in Word) to facilitate the review process.

Catalog copy will be archived annually on the start date of the academic year. New courses and programs will go "live" as soon as they have met all of the required approval processes. Canales will send the current schedule for requesting changes to Council members.

III. Subcommittee Reports

A. General Section - Virginia Wheelless

Recommendations were made for the following sections: Admissions, General

Graduate Academic, and Degree Requirements (see attachment for more specific detail)

Questions were raised regarding the consistency in the phrasing of language in the section related to Post Bac in the Admissions section of the catalog (same language found in UG catalog) and the language found on the THECB website. JoAnn Canales will obtain data, revisit the wording and provide feedback at the next meeting.

IV. ESLI Commitments - JoAnn Canales

JoAnn Canales distributed a handout with key points regarding the Memorandum of Agreement with the ESLI in response to questions regarding TAMUCC' Concerns were raised regarding the academic linguistic proficiency of the ESLI "graduates". Council members expressed an interest in having input regarding the program. JoAnn Canales stated that the new MOA was awaiting signatures and that she would discuss with Luis Cifuentes regarding next steps.

V. Matters Arising - none

VI. Adjournment - Robert Smith moved to adjourn at 4:00 p.m.