



Approved	
Graduate Council Meeting Minutes	
October 09, 2014 1:00 PM Room IH-323	
Council Members Present	JoAnn Canales; Robert Cutshall; Anita Reed; Corinne Valadez; Melissa Jarrell; Amber Scoon; Lisa Comparini; Eve Layman; Yolanda Keys; Scott King; Richard Smith; Sherrye Garret; Claudia McDonald; Chris Bird; Monica Hernandez
Ex-Officio Members Present	Thomas Naehr; Catherine Rudowsky
Council Members Absent	Karen McCaleb
Ex-Officio Members Absent	Bryan Griffith

I. Meeting began at 1:09 pm

II. Approval of Minutes from September 11, 2014

Dr. Layman moved to approve the September 11 minutes; Scott King seconded; Minutes were approved by all council members.

III. CGS Updates

A. Graduate Catalog Status – Dr. Thomas Naehr

- i. CGS catalog changes were submitted to Ryan Beard in May 2014 and sent back to CGS in August. CGS is preparing to forward catalog copy to Graduate Council for review.
- ii. CGS received annotated hard copies of catalog changes for all colleges from Ryan Beard’s office; Dr. Naehr contacted the colleges for clarification and requested electronic copies for Graduate Council review; some changes will require further discussion, e.g., a number of S&E courses were changed from 5XXX to 6XXX.

IV. Committee Reports

A. Curriculum – Dr. Sherrye Garrett; nothing to report

B. Rules and Procedures – Dr. Melissa Jarrell

i. Action Item: Graduate Faculty Requests

Rules and Procedures Subcommittee recommended reappointment of four CLA faculty members: Babbilli, Comparini, Houlihan, Sanos; all council members voted to follow the recommendation for reappointment.

- ii. **Action Item: Revision of Rule 12.99.99.C3.01 – Graduate Faculty**
Revision of University procedure on Graduate Faculty was discussed. Dr. Jarrell accepted the following changes; Page 7 of 11, section 3.1.3.1 on eligibility: the word instructor should be added; page 1 of 11, section 2.1.3.1: add reference to University rule/procedure on faculty credentialing. Dr. Naehr will check with Provost's office to clarify where faculty credentialing is described; page 5 of 11, section 3.1.1.1: Dr. Canales will clarify wording on accrediting organizations.

Graduate council voted to approve the revisions of procedure 12.99.99.C3.01; document will now go to the Provost's office and Faculty Senate.

After a question by Dr. Layman, role of clinical faculty who are not instructor of record was clarified. These individuals do not need to apply for graduate faculty status.

V. Liaison Reports

A. **ITDEC – Dr. Thomas Naehr**

Clarification of ITDEC membership was discussed; Dr. Naehr will represent College of Graduate Studies

Dr. Smith volunteered to represent Graduate Council; Dr. Layman moved to appoint Dr. Smith as GC representative to ITDEC; Dr. Valadez seconded; all council members voted in favor of having Dr. Smith as the Graduate Council representative to ITDEC.

Discussion ensued about the way online exams are proctored; Current software will be replaced in Spring 2015; there will be a cost associated with the new software.

Next ITDEC committee meeting is October 10, 2014

B. **International – Dr. Scott King**

Informed all members to encourage graduate students apply for study abroad courses because not all funds are being used.

Dr. McDonald voiced concern that some international students are not performing well in graduate courses due to insufficient English language proficiency and asked whether the committee also addresses international student issues at TAMUCC; Dr. King said that he wasn't aware of student issues but is willing to take this topic to the International Committee; a question came up on how the University assesses a student's level of understanding English; the answer is through TOEFL and IELTS scores.

Dr. Layman asked where international students could go to get language support and help with navigating the U.S. education system.

Mary Beth Davis is the coordinator of international initiatives and is working with the various departments to develop graduate classes that will be offered through the study abroad program.

C. **Retention – Dr. Monica Hernandez**

- i. Nothing to report because there has not been a meeting.

D. **Faculty Senate – Dr. Bryant Griffith; not present, nothing to report**

E. Library – Dr. Catherine Rudowsky; nothing to report

VI. Matters Arising

A. Dr. Canales

Notified all members that need-based funds are available for graduate student financial support; students need to fill out a FAFSA form to apply for the funds; there is no minimum enrollment requirement to receive those funds; question was asked whether all students (in- and out-of-state) are eligible; Dr. Canales will check on that.

Explained the 99-hour rule and mentioned that there are several students who have gone over 99 hours; the state does not give money to the institution for students who exceed 99 hours; the University may charge students who exceed 99 hours out-of-state tuition.

Announced to all members to nominate graduate students for the graduate student advisory board; would like to receive nominations by October 17, 2014; first meeting is planned for Friday, October 31st.

B. Dr. Thomas Naehr

Updated the council on the status of several new degree programs: the Geospatial Computing Sciences PhD will be on the agenda of the October Coordinating Board meeting; the CMSS MS will be on the agenda of the November Board of Regents Meeting.

VII. Dr. McDonald moved to adjourn the meeting; Dr. Reed seconded; the meeting was adjourned at 2:41 pm.