

Graduate Council Meeting Minutes

October 10, 2008

I. Call to order

Dr. Jeff Brown called to order the meeting of the **Graduate Council** at **11:00** on **October 10, 2008** in **WHTC 224**.

Roll call

Dr. Jeff Brown conducted a roll call. The following persons were present: Louise Autio, Neal McReynolds, Rogelio Hinojosa, Robert W. Haynes, Trace Pirtle, Faridoun Farrokh, Antonio Rodriguez for Tagi Sagafi-nejad, Randel Brown, Kevin Lindberg, Haibo Wang, Whitney Bischoff and Prasad.

In *absentia* were Annette Olzen-Fazi, and Oscar Reyna.

II. Approval of minutes from last meeting

MOTION: Dr. Randel Brown moved to approve the meeting minutes from September 19 and the motion was seconded by Dr. Trace Pirtle & passed unanimously.

III. Old Business

A. Revisions of Graduate Faculty Process & Designations

There was a discussion of GF guidelines/requirements. It passed the Senate but still requires full faculty vote.

B. Graduate Academic Affairs Subcommittee (Faridoun Farrokh)

i. Graduate Program Review

Dr. Farrokh introduced a draft of the program review proposal, highlighting the revisions of a previous draft but meeting the new mandates of the THECB with regard to upholding the quality of doctoral programs in the state. Dr. Brown asked the council members to review the draft and provide Dr. Farrokh with some feedback.

ii. THECB 18 characteristics of Doctoral Programs

There was an update provided & Dr. Brown asked that everyone review this one more time and share the document with their colleagues.

C. Graduate Faculty Applications

a. Full/Doctoral

- **Carlene Henderson (COED)**

MOTION: It was moved and seconded to approve her at the Doctoral level. The motion was passed.

- **Arturo Limon (COED)**

MOTION: It was moved and seconded to approve him at the Doctoral level. The motion was passed.

- **Candace Baker (COED)**

MOTION: It was moved and seconded to approve her at the Doctoral level. The motion was passed.

- **Wei-chih “Danny” Chang (SSB)**

MOTION: It was moved and seconded to approve him at the Doctoral level. The motion was passed.

- **Judith Sage (SSB)**

MOTION: It was moved and seconded to approve her at the Doctoral level. The motion was passed unanimously.

- **YoungJun Kim (SSB)**

MOTION: It was moved and seconded to approve him at the Doctoral level. The motion was passed unanimously.

- **Ken Hung (SSB)**

MOTION: It was moved and seconded to approve him at the Doctoral level. The motion was passed unanimously.

- **Palash Bera (SSB)**

MOTION: It was moved and seconded to approve him at the Doctoral level. The motion was passed.

- **Tim Goles (SSB)**

MOTION: It was moved and seconded to approve him at the Doctoral level. The motion was passed unanimously.

b. Associate/Masters

- **Patricia Uribe (COED)**

- **MOTION:** It was moved and seconded to approve her at the Associate level. The motion was passed.

IV. New Business

A. *New Promotional Items*

Dr. Brown handed out program flyers & other promotional materials and asked COED faculty present to possibly produce promotional materials for their programs.

B. Graduate Faculty Compliance

Dr. Brown stated that letters including details of employment would be issued to incoming faculty with copies to chairs and deans.

- a. Letter to new Faculty

C. Digital Measures Implementation

Dr. Brown explained that the Digital Measures implementation to be software that makes it easier for the faculty and staff to keep track of their activities and what they accomplish in the course of their routine, such as teaching, research, and service information found on their CVs.

D. Use of LSAT in lieu of GRE/GMAT

Dr. Brown introduced the concept of using LSAT in lieu of GRE/GMAT. After discussion, it was determined that the measure should be left up to individual programs and their directorate.

E. Redefinition of full-time status for ABD Ph.D. Students (TAGI)

This item was tabled for further discussions at a later meeting.

F. University-Wide Thesis Manual

Dr. Brown said he would e-mail the Thesis Manual to all council members.

G. University-Wide Graduate Handbook

Dr. Brown said he would e-mail Grad handbook to all council members.

- a. Graduate Advisory Committees—Graduate Council’s Role

- i. *Approve all advisory committees*

It was agreed that the council should approve all graduate advisory committees. Whether such committees should include external members was relegated to further examination and review.

- ii. *Appoint all members to the committee*

This item was tabled for further discussions at a later meeting.

- iii. *Appoint an outside member to the committee*

This item was tabled for further discussions at a later meeting.

H. GMAT Formula [Need a Proposal]

This item was tabled for further discussions at a later meeting.

I. LBV Review Process

This item was tabled for further discussions at a later meeting.

- a. Use of the new formula to rank students

- i. Use of Graduate GPA for ULGPA once into program

- b. Formation of a GC subcommittee to review “marginal” applicants

