

# **Graduate Council Meeting Minutes**

November 14, 2008

## **I. Call to order**

Dr. Jeff Brown called to order the meeting of the **Graduate Council** at **11:10** on **November 14, 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, Faridoun Farrokh, Annette Olsen-Fazi, Kevin Lindberg, Haibo Wang, Whitney Bischoff and Prasad Vemala.

In *absentia* were Trace Pirtle, Tagi Sagafi-nejad, Randel Brown, and Oscar Reyna.

## **II. Approval of minutes from last meeting**

**MOTION:** Dr. Kevin Lindberg moved to approve the meeting minutes from October 10 and the motion was seconded by Dr. Faridoun Farrokh & passed unanimously.

## **III. Old Business**

### *A. Revisions of Graduate Faculty Process & Designations (pending full faculty vote)*

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. Brown said he would send out the document for one last review & asked the council members to review the draft and provide Dr. Farrokh with some feedback so that it may be completed.

Dr. Bischoff recommended 3-5 year intervals.

#### *ii. THECB 18 characteristics of Doctoral Programs*

### *C. University-Wide Thesis Manual*

Dr. Brown explained that no changes were required based on feedback from council members. Dr. Bischoff disagreed with the “style” portion of the manual & Dr. Olsen-Fazi agreed. Dr. Haynes recommended that it may be best to allow the members of the Technical Writing department to review the document for a week.

*D. University-Wide Graduate Handbook*

- i. Graduate Advisory Committees—Graduate Council’s Role  
Dr. Brown will be sending the document out for council members to review one final time. Dr. Olsen-Fazi suggested that 3 names from outside the discipline be selected by the student.
- ii. Approve all advisory committees
- iii. Appoint all members to the committee
- iv. Appoint an outside member to the committee

**IV. New Business**

*A. Graduate Faculty Applications*

a. Full/Doctoral

• **Amy Poland (COAS)**

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

• **Mary Chavez (COAS)**

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

• **Alfredo Ramirez (COED)**

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

• **Heriberto Garcia (COBA)**

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

b. Associate/Masters

• **Christopher Lawrence (COAS)**

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

• **Lynne Mangararo (COAS)**

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

*B. Use of LSAT in lieu of GRE/GMAT*

Dr. Lindberg suggested that each department should decide if this would be applicable to their programs.

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

Dr. Brown explained a new policy; catchall research & other options to keep full-time status. The status should be defined by the university. Dissertation time frame was discussed to be maybe 3-4 semesters.

*D. GMAT Formula [Need a Proposal]*

Dr. Brown explained to council members that he had held a previous discussion with Dr. Jacky So to discuss the implementation of a GMAT formula similar to that of the GRE.

*E. LBV Review Process*

Dr. Brown explained the ranking system for LBV students and said COAS was in agreement with this thus far.

**MOTION:** Dr. Farokkh moved to implement this ranking system for the graduate students. Dr. Olsen-Fazi seconded and the motion was passed unanimously.

- 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
    - i.* Each College should have a representative
- F. Earmark a percentage of the LBV scholarship monies exclusively for recruiting
- a. 5% for PKP Honorary Society members  
**MOTION:** Dr. Olsen-Fazi moved to earmark 10% of LBV Scholarship monies for the Honor Society graduate student members. Dr. Farokkh seconded and the motion was passed unanimously.
  - b. 10% for OGSR recruiting
- G. “Mid-point Review” for graduate students
- H. Graduate Council representation on other University committees
- a. University Curriculum Committee
  - b. Financial Aid/Scholarship Committee  
**MOTION:** Dr. Lindberg moved to have Graduate Council representative on the Financial Aid/Scholarship committee. Dr. Olsen-Fazi seconded and the motion was passed unanimously.

**Adjournment**

Dr. Autio moved to adjourn the meeting at 12:55.  
Minutes submitted by: Dr. Jeff Brown & Suzanne Alford  
Minutes are pending approval by Graduate Council.