

*Graduate Council  
Meeting Minutes*

April 22, 2011

**I. Call to Order**

Dr. Jeff Brown called to order the meeting of the Graduate Council at 10:40 a.m. on April 22, 2011 WHTC 224.

**Roll Call**

The following persons were present: Randel Brown, Ken Tobin, Neal McReynolds, Louise Autio, Shaun Sexton, John C. Kilburn, Roberto Heredia, John Dean, Rogelio Hinojosa, Douglas Ferrier (visitor), Alfredo Ramirez Jr.

In *absentia* were William C. Gruben, Claudia San Miguel, Maria G. Mosqueda, Abhijit Patwardhan and William Riggs.

**Approval of minutes from last meeting**

**Motion:** Randel Brown moved to approve the meeting minutes from March 25, 2011 with edits and Roberto Heredia seconded the motion. The motion was passed unanimously.

**II. Old Business**

*A. Comprehensive Exams- Number of Failures (Provost)*

**Motion:** Dr. Tobin moved to adopt the graduate handbook description for the university catalog and Dr. Randel Brown seconded. The motion was passed unanimously.

**Friendly Amendment:** Dr. Jeffrey Brown moved to change the last sentence in the Graduate Handbook description to read “will be allowed one chance to repeat and pass the exam.” Dr. Randel Brown seconded and the motion was passed unanimously.

*B. Library Check-out policy for Ph.D. students (Shaun Sexton)*

Mr. Hinojosa provided members with an update, mentioning that the Library is currently working with OIT & trying to create dummy classes. He said the library will also need a list from the Ph.D. programs.

C. Dr Jeffrey Brown discussed the takeover of the Graduate Admissions process from the Office of Admissions. He mentioned that the process has now transitioned to the Office of Graduate Studies and Research.

**D. New Business**

**A. Graduate Faculty Applications**

a. Full

i. **Natalie Burkhalter (CNHS)**

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

ii. **Mark Menaldo (COAS)**

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

iii. **Irma Lara (CNHS)**

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

iv. **Juan Lira (COED)**

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

v. **Louise Autio (CNHS)**

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

vi. **Randel Brown (COED)**

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

b. External (None)

Dr. Jeff Brown mentioned that the GC minutes would be sent electronically for members approval. This is the last meeting for this academic year.

**Motion:** Dr. Randel Brown moved to state that the voting process of GC members is both fair and accurate and not manipulated. It was seconded by Dr. John Dean. This motion was passed unanimously.

## **Adjournment**

Randel Brown moves to adjourn the meeting at 11:42 a.m.

Minutes submitted by: Suzanne Alford and Jeff Brown.

Minutes are pending approval by Graduate Council.

\*Minutes have been approved electronically.