Graduate Council Meeting
Minutes

**Council Members Present:** Richard Balkin, JoAnn Canales, Charles Etheridge, Bryant Griffith, Dan Jorgensen, Scott King, Claudia McDonald, Thomas Naehr, Patricia Olenick, Anita Reed, Stephanie Rollie-Rodriguez, Scott Sherman, Lee Smee, Corinne Valadez

**Council Members Absent:** Robert Cutshall, Eve Layman,

**Council Ex-Officio Present:** Sherrye Garrett,

**Council Ex-Officio Absent:** Christine Shupala

**Guest(s) Present:** Dr. Mary Alice Fernandez

Dr. Reed called the meeting to order at 2:03 p.m. and welcomed Dr. Fernandez to the meeting

I. **Approval of Minutes from 12/13/2012**

Approval of the minutes was tabled for the February meeting.

II. **Committee Reports**

A. *Curriculum Committee Report - Dr. Charles Etheridge*

Dr. Etheridge invited Dr. Fernandez to address the Council and speak to the request for a graduate certificate for counseling Spanish speaking clients. Several questions were posed. Dr. Fernandez was asked to take the proposal back and address the questions raised, e.g., entry and exit language proficiency exam focused on the academic language, consider prerequisites and length of program. The importance of departmental buy-in was also encouraged. Council members were asked to send their questions to Dr. Fernandez via email =
B. Graduate Faculty Committee Report – Dr. Scott Sherman
Dr. Sherman recommended approval of the CONHS request for the six individuals listed below for Adjunct Graduate Faculty Status for a 3 year period:
Falkenberg, Marie, Lara, Irma, Murphy, Norma, Sall, James, Squyres, Daniel, von Ohlen, Beatriz, Adams, Angela

C. General Section Committee Report – Dr. JoAnn Canales
Dr. Canales stated that the General Section Sub-Committee will be meeting to review the Graduate Catalog and mentioned the following items to be addressed:
Leave of absence policy, Full time status of doctoral students, GPA for courses older than 7 years, Scholastic Probation/Enforced Withdrawal

The College of Education council representatives were asked to please convey to the doc programs that a listing of the required courses for the degree programs should be included in their section of the catalog. Discrepancies in copy vs degree plans, e.g., counseling 27 hours vs 24 hours research courses needed need to be reconciled; Some program/colleges, e.g., PADM (not Certificate of Homeland Security), Psychology and CONHS and COB explicitly require EW after 2 Cs (vs Scholastic Probation). Clarification is requested if this is the specific intent.

III. Matters Arising
A. Dr. Canales asked that the Grad Fac Status document be re-reviewed for any need tweaking as a result of having been in practice for a year vis a vis changes that had occurred through Faculty Senate, e.g., new types of faculty designations.

B. Doctoral Student Handbook and program handbook alignment – Doctoral programs were asked to submit their program handbooks by spring break to be reviewed for alignment with the doctoral handbook available through the CGS. Dr. King asked for a copy of the handbook.

C. Dissertation/ProQuest/SED Update. Dr. Canales stated that effective Fall 2012, there will be a 100% submission rate of the Survey of Earned Doctorates to be completed by the graduating doctoral students. Additionally, all dissertations are now being submitted to ProQuest.

D. Dr. Rollie reminded Council members that the last two finalists will be on campus the first week in February and encouraged Council members to attend the
meetings.

IV. **Adjournment:** Dr. Sherman moved the meeting be adjourned at 2:58 p.m.