Meeting began at 1:10pm

I. Welcome and Introductions
   A. New members were introduced by Dr. Naehr

II. Sharing of Expectations
   A. Council Structure
      i. Dr. Naehr explained the structure of the Graduate Council and its subcommittees and explained that he convenes the Council together with the Graduate Dean and Council Chair, but does not vote.
      ii. Dr. Naehr, Dr. Canales, and Dr. Rudowsky are nonvoting members. Dr. Valadez is a voting member for the College of Education and also acts as a non-voting ex-officio member representing Faculty Senate.

III. Selection of a Council Chair
   A. Dr. Anita Reed was unanimously elected as Council Chair for the 2015/16 academic year.

IV. Subcommittee Assignments & Selection of Subcommittee Chairs
   A. Composition and assignments of the subcommittees were discussed. Subcommittees will elect chairs once the membership roster is complete.

V. Reports & Updates
   A. Graduate Council Chair
      i. The Council Chair reiterated the dual role of the Graduate Council as a decision-making and advisory body.

   B. CGS Updates – Dr. JoAnn Canales
      i. Dr. Canales gave PowerPoint presentation about Graduate Studies at TAMUCC that had been presented to President’s Cabinet.

      ii. Other Announcements:
      1. Every program will now get all census data following the final census date.
      2. Strategic Recruitment
CGS needs to know which undergraduate programs should be targeted for recruitment so that CGS can send targeted emails to prospective students. CGS plans to implement a customer relation management program.

3. Graduate Student Association is being established. Will provide online access to meetings for distance-learning students once the i3 Suite is open.

4. Pathways Abstracts – data will be included at the next meeting

5. 3 Minute Thesis Competition will be on October 29th [http://i3.tamucc.edu/3mt.html](http://i3.tamucc.edu/3mt.html) (Dr. Seidel is contact)

6. Communication Dissemination Plan: How are Graduate Council Meeting discussions shared with College faculty?

7. Graduate Faculty
   Failure to pass a revised graduate faculty procedure in AY 2015 was discussed. Provost appointed Dean Pezold & Dean Hernandez to create a new draft of the procedure. Will have to go to Graduate Council for approval once complete. Discussion regarding verification of credentials/requirements for graduate faculty ensued. There is concern that some Colleges do not follow their established procedures.

C. Committee Reports
   i. Curriculum – no report, subcommittee had not met.

D. Liaison Reports
   i. ITDEC – Dr. Richard Smith: absent, no report.
   ii. International: no report, clarification needed if committee still exists.
   iii. Retention – Dr. Sherrye Garrett: no report, committee has not met.
   iv. Faculty Senate – Dr. Corinne Valadez: FS recommends streamlining the program development and review process.
   v. Library – Dr. Catherine Rudowsky: absent, no report.

VI. New Business

A. Nursing Graduate Catalog
   CONHS did not develop the DNP course syllabi until the program was approved. Courses may have “pending approval” at the end of each description in the course catalog.

B. Future Meeting Times
   Meetings will continue to be held on the 2nd and 4th Thursday of each month from 1:00–3:00 pm.

C. Review of Bylaws
   Dr. Naehr suggested some minor changes to the bylaws. R&P subcommittee will review and edit bylaws.

D. Graduate Faculty Applications
   Upcoming, will be distributed to R&P subcommittee via Dropbox.

E. Graduate Catalog review
   Upcoming, will be distributed to R&P subcommittee via Dropbox.
F. **CGS Representation on University Committees**
   Dr. Naehr will send out the list of university committees who need CGS representation to the Grad Council

VII. **Matters Arising**
   Dr. Spaniol discussed importance of Graduate Program Coordinators and whether all coordinators receive the same amount of release time.
   Dr. Naehr will send a survey to the Graduate Program Coordinators asking about release time.

**Meeting adjourned at 3:00pm**