

## University Graduate Council Minutes

Richards Hall, VPAA Conference Room

July 12, 2018

### Council Members in Attendance:

Dr. Nicholas Bolden (COLS)	Dr. Brian Schwartz (COLS) for Dr. Kevin Burgess
Dr. Sherika Derico (COEHP) for Tammy Condrey	Dr. Margie Yates (COEHP)
Dr. John Finley (TCOB)	<u>Ex-Officio Members:</u>
Dr. Scott Harris (COA)	Dr. Tina Butcher (AA), Associate Provost
Dr. Shamim Khan (TCOB)	Dr. Ellen Roberts (AA), Associate Provost
Dr. Saoussan Marrouf (COEHP)	Ms. Kristin Williams, Graduate Admissions

### Topics

#### Item 1: Welcome, Lunch, and Approval of Minutes.

- Following lunch, Dr. Bolden called the meeting to order at 12:20 pm and the Council approved the May minutes with the correction of the date for the July meeting.

#### Item 2: Report from the Associate Provost for Graduate Education:

- Dr. Roberts announced that the position of the Graduate School Part-time Assistant Director will remain unfilled for the time being with various tasks associated with the position assigned to interested members of the graduate faculty. Dr. Tamara Condrey will be the Chair and Dr. Shamim Khan will be the Secretary of the Graduate Council for next year. Dr. Kevin Burgess will be Chair-Elect and Dr. Nicholas Bolden past-chair. Dr. Scott Harris rotates off the committee and was thanked for his service; Dr. Lisa Oberlander will replace Scott as the COA representative.
- Dr. Roberts reported that eighty-five graduate faculty membership applications have been approved by the Graduate Council so far this year.
- There was some discussion of informing faculty about the outcome of their application raised as an issue by Dr. Yates. Dr. Roberts will follow up to see whether an email to the faculty member can be generated through Banner workflow.

#### Item 3: Old Business: Approval of Graduate Faculty:

- The Graduate Council approved three for full graduate faculty status and three for provisional graduate faculty status.

#### Item 4: New Business

- Dr. Roberts reported that graduate enrollment is slowly growing and asked that we continue to review and admit students as quickly as we can. Kristin Williams emphasized the importance of making early decisions if a program will not be admitting cohorts and of keeping her office informed.
- Dr. Roberts discussed with the Council the role of the college graduate committees, especially in reviewing changes to admissions requirements. No vote was taken, but members seemed to agree that proposals to change admissions requirements should reviewed by the college committees, with those committees making recommendations rather than denying or approving. Dr. Roberts indicated that she will take this to the Deans Council for discussion and then bring it back to the Graduate Council.

Meeting adjourned at 1:35 p.m. Next meeting – August 17, Friday, 12:00-2:00 p.m., in the VPAA conference room.