

Minutes
Graduate Council
October 25, 2007

Members Present: Neslihan Alp, Boris Belinskiy, Nicholas Boer, Roger Briley, Tom Buggey, Joe Dumas, David Edwards, Linda Fletcher, Edwin Foster, John Freeman, Kristi Gibbs, Pamela Guess, Gale Iles, Jonathan McNair, Brian O’Leary, Vicki Petzko, Mark Schorr, Cathie Smith, Chris Smith, Joyce Smith, Kim Turner

Members Absent: Hinsdale Bernard, Michael Long

Ex-officio Members Present: Deborah Arfken, Stephanie Bellar, Yvonne Kilpatrick, Theresa Liedtka, Craig Reddock

Guests Present: Linda Orth

Summary of Actions

“Graduate Curriculum Proposal Preparation and Submission Procedures” passed by a hand count of 16-0-0.

Opening of the Meeting and Minutes:

Vicki Petzko called the meeting to order at 3:35p.m. The minutes of the October 11, 2007 meeting were approved as submitted.

Report of the Curriculum Committee :

Jonathan McNair stated the committee had reviewed the proposal for the Nursing Certificate. He said that after the requested changes were made and reviewed by the committee, he would present the proposal at the next Council meeting. Clarification was made that the proposal will create a post master’s certificate program and once the students complete the program, they will be eligible to teach either at the baccalaureate junior college level.

Review of the Curriculum Process:

Deborah Arfken presented the “Graduate Curriculum Proposal Preparation and Submission Procedure” proposal to the Council in three parts: 1) the process, 2) the cover sheet for graduate curriculum proposals and 3) the cover sheet for graduate information items. Deborah Arken said it was suggested and she concurred that if the proposal is reviewed by the Board of Trustees, their decision, if available in written form, would be included as an attachment to the proposal.

The process for removing 400 level courses (undergraduate courses taken for graduate credit) from the catalog was discussed, and it was decided to process the removal as an information item. It was also noted that the 400 level course process should

be re-visited by the Council after the 400 Level Committee has had the opportunity to meet and review the current 400 level courses.

The proposal passed by a hand count of 16-0-0 with the following changes: add a bullet under “Information Items” for the removal of a 400 level course, add “Graduate” to the name of the cover sheet for information items at the top of the “Cover Sheet for Graduate Curriculum Proposals, make the Web site forms interactive. The process and the use of the cover sheets will be effective immediately.

Update on New Library:

Theresa Liedtka reported the proposed library is in the planning stages. When complete the new library will have 200,000 square feet and be located in the parking lot behind the Development House. She emphasized they are looking for ideas from everyone: students, faculty, alumni and the community. She encouraged everyone to take part in the planning process by attending a focus group meeting or by visiting the new library Web site at www.library.utc.edu/building.

Other Matters; Adjournment:

Vicki Petzko asked if there were other matters and none were brought forward; she adjourned the meeting at 4:24 p.m.

Respectfully submitted,

Janice Uhles
Administrative Assistant
The Graduate School