

**Minutes
Graduate Council
October 9, 2008**

Members Present: Boris Belinskiy, Hinsdale Bernard, Roger Briley, Tom Buggy, Ahmed Eltom, John Freeman, Kristi Gibbs, George Helton, Gale Iles, Brian O’Leary, Mike Owens, Vicki Petzko, Joey Shaw, Cathie Smith, Chris Smith, Li Yang

Members Absent: Neslihan Alp, Nicholas Boer, Monte Coulter, David Edwards, Diane Halstead, Joyce Smith, Greg Thibadoux

Ex-officio Members Present: Joe Dumas, Yvonne Kilpatrick

Ex-officio Members Absent: Stephanie Bellar, Theresa Liedtka, Rhett Smith

Guests Present: Karen Adsit, Linda Orth

Summary of Actions

Approved Graduate Faculty recommends from Graduate Faculty Committee; 16-0-0.

Opening of the Meeting and Approval of the Minutes:

Vicki Petzko opened the meeting and the council approved the September 25, 2008 minutes with minor grammatical changes. Vicki Petzko then asked Joe Dumas for the report from the Graduate Faculty Committee.

Graduate Faculty Committee:

Joe Dumas presented the Council a spreadsheet containing information from 34 graduate faculty applications. The names were omitted from the spreadsheet, only the category requested on the application and the information from the department was included. He said that 42 applications had been received over the summer but eight had been held back pending further review. He continued by explaining that there were four levels of membership*:

- 1) Full doctoral members can teach graduate courses, direct or serve on theses, dissertations and doctoral projects or committees.
- 2) Full master’s members may teach graduate courses, direct thesis and serve on thesis, dissertation, and doctoral project committees.
- 3) Associate members are allowed to teach graduate courses, serve on thesis and dissertation committees but are not eligible to direct theses and dissertations.
- 4) Special members may teach specific graduate courses or serve on specific thesis and dissertation committees.

*For complete membership criteria, please see page 163 of the Graduate Catalog.

He reminded the Council the committee’s review was the first reading and this would be the second reading, Dr. Dumas said the list could be voted on in its entirety or individually. After a short discussion, Brian O’Leary made the motion to vote on all 34 applications jointly. The motion was seconded and it passed; 16-0-0.

Curriculum Committee:

Kristi Gibbs, chair of the curriculum committee, said their committee had met to discuss guidelines for curriculum proposals. She urged members to bring proposals forward as soon as possible. There was a discussion regarding the THEC form and the areas that need to be filled out for a new course. Kristi Gibbs said that program proposals need to go to THEC while concentrations do not. The THEC proposal form is located on the Graduate Council page on the Graduate School Web site.

Full-Time Equivalences:

Yvonne Kilpatrick began by stating that enrollment in nine hours a semester is full-time graduate status; however, there are courses that require a student's complete concentration, in a setting where additional coursework would be a hardship to the student. These courses, listed in the catalog, afford a student to be considered full time while being enrolled in one credit hour. This status also benefits students for insurance purposes and loan repayment. After a discussion regarding which courses should be considered full-time enrollment, Yvonne asked that each member discuss the courses with their individual departments and get back with her before Tuesday, October 21. The topic would again be brought before the Council for discussion at the next meeting on October 23.

TOEFL/IELTS requirement for International Students who have received a US Degree or Attended an English Speaking School:

After a discussion, opinions of members ranged from removing the requirement to keeping it as an aid to identifying those students who may be able to write, but may have difficulty speaking in English. The Council decided to ask Nancy Amberson, International Student Advisor, to attend the next meeting to provide her guidance on whether international students should be required to take the TOEFL/IELTS if they graduated with a US degree or attended an English speaking school.

Yvonne Kilpatrick brought to the member's attention that catalog policies differ in the general regulations and doctoral programs and recommended standardization. Joe Dumas reminded the Council that individual programs could add additional requirements depending on the needs of their program.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Janice I. Uhles, CPS
Administrative Assistant
The Graduate School