

Graduate Council
September 12, 2013
3:00 p.m.
Welty Board Room

Graduate Council Members Present: Dr. Shelia Adams, Dr. Marty Brock, Dr. Martin Hatton, Dr. Dan Heimmermann, Dr. Sue Jolly-Smith, Dr. Irene Pintado, Dr. Thomas Richardson, Dr. Scott Tollison, Joy Townsend

Members Absent: Dr. Mark Bean, Peppy Bidy, Dr. Monica Riley, Dr. Johnnie Sue Wijewardane, Dr. Dee Larson, Lorraine Gaddis

1. Dr. Hatton welcomed everyone to the meeting.
 - Approval of minutes from April 11, 2013. Dr. Adams stated that the Psych Mental Health Nurse Practitioner was approved following the April meeting, and should be added. This can be noted with an asterisk. A motion to accept the minutes with the inclusion of the addition as noted by Dr. Adams, was made by Dr. Jolly-Smith and seconded by Dr. Richardson. Motion was carried.
 - Discussion followed concerning the online application and its status. An application is currently on the redesigned Graduate Studies website. There were concerns with posting the current application due the legality of some questions. It was mentioned that using links versus an application might be an option.
2. Dr. Heimmermann
 - He thanked everyone for their service. The Graduate Studies program needs to be developed further, and also shore up the current process. Once the review from Noel Levitz is received and reviewed for undergrad, some of this may also be used for Graduate Studies.
 - Referenced the University of Alabama Graduate Studies recruiting calendar
 - Need to be more strategic with scholarship dollars. Ensure these funds are also being used as a recruitment tool and not just for current students. Dr. Hatton apologized for the delay in getting scholarship information distributed. To date, only two departments have sent disbursement information to Graduate Studies. This does not have to be sent to Graduate Studies to forward Financial Aid, but a copy should be sent to Graduate Studies for records. There were some concerns with how money has been dispersed in Financial Aid. Dr. Hatton asked if anyone knows of any issues, please let him know. It was also noted that if the scholarship information could be received earlier it would be a good recruitment tool. It loses some of its effectiveness when used once they are here. Dollars should be used more to recruit, not reward. A draft of a proposal for scholarship disbursement is to be initiated by Dr. Jolly-Smith. This should be submitted electronically by Friday, September 20, 2013. Once complete, this will be sent

to Financial Aid with Dr. Miles copied. A motion was made by Dr. Jolly-Smith, and seconded by Dr. Adams. The motion carried.

3. Dr. Adams

- Presented two new candidates for Graduate Studies faculty, Katie Acker and Lorraine Gaddis – copies of vitas for each candidate reviewed by Council
 - Katie Acker - Dr. Richardson made a motion to accept her, and this was seconded by Joy Townsend. The motion carried
 - Lorraine Gaddis – Dr. Jolly Smith made a motion to accept her, and this was seconded by Dr. Brock. The motion carried.
- There are changes to the DNP program which were to be presented, but this item will be tabled until the October meeting.

4. Announcements

- Dr. Richardson – Prepared and submitted proposal to IHL for authorization plan in Women’s Studies with an emphasis on leadership. Dr. Bridget Pieschel will contact Graduate Council. This will draw from current programs in both inside and outside the college. Good opportunity to serve professional women.
- Dr. Tollison – tuition assistance for military; this will be an agenda item for October’s meeting. Dr. Tollison to draft a proposal. It was suggested that it should be noted that tuition assistance is for tuition only and does not include program costs. Dr. Brock asked if this should be a separate issue or combine with the scholarship issue. It was decided to combine the two. This would be a good recruitment tool for CAFB.
- Dr. Hatton thanked Dr. Pintado for the work she and Dr. Larson have done concerning forms for submissions of programs. Dr. Pintado shared that a test run has been done with Nursing. A discussion followed. Initial outcomes should be identified for assessment purposes. New programming should be tied to assessment and show what is to be assessed. It should be shown that objectives are reviewed and approved prior to a program being implemented. Dr. Jolly-Smith recommended that common working definitions need to be used in order to prevent different interpretations. Dr. Richardson stated that program development show how new programs conform to commonly accepted standards.
- Dr. Hatton stated that the policy statement for rotation of faculty had been dropped, however the one for rotating students was still active. Dr. Adams noted that it is important to have student input. Dr. Jolly-Smith suggested that more than one may be needed in certain programs. The student representative for this year should be from Education. Dr. Jolly-Smith will identify a student to be added to the council.
- The group discussed the upcoming MUW Graduate Study Fair to be held October 2, 2013 in Pohl, and decided to attend. This will be done as a group

rotation. A calendar will be sent for each department to select a time to attend. Dr. Adams shared that it would be helpful if event schedules for each semester could be sent earlier for review. This could possibly prevent conflicts, if the colleges are being asked to participate.

The meeting was adjourned.