

**Graduate Council
February 11, 2016
Minutes**

Members Present

Joy Townsend	Teresa Hamill
Johnnie Sue Wijewardane	Scott Tollison
Marty Brock	Brian Anderson
Bridget Pieschel	Mark Bean
Kendall Dunkelberg	Monica Riley
Irene Pintado	Peppy Bidy
Lynn Dobbs	Matthew Reeves
Marty Hatton	Sheila Adams

The Graduate Council met on February 11, 2016, in the Welty Boardroom. The minutes of the November meeting were approved by a unanimous electronic vote.

Council Actions

College of Arts & Sciences – MFA in Creative Writing

Kendall Dunkelberg presented the following items for the MFA in Creative Writing program.

- Moira Crone – MFA Creative Writing
The above credentials for graduate faculty were accepted and approved unanimously.
- Application for Candidacy form – MFA Creative Writing
Kendall asked for feedback and suggestions concerning the form being developed for use in this program.
- Faculty Roles
Kendall asked how other programs do this. Marty will talk with Dr. Richardson concerning this item for the next meeting.

College of Education & Human Sciences – MAT Program Changes

Monica Riley presented the following changes in the MAT program:

Changes to Admit Requirements MAT Program

Current Practice	Proposed Change
Require GRE for admit	Eliminate the GRE requirement
Require 3.0 for admit	Change to 2.75 overall in line with State Statute
Must have 21 hours of coursework in the area of taking Praxis II	Do not require 21 hours in subject only passing scores on Praxis II
Required years of experience on admit rubric	Remove years of experience requirement

Bridget Pieschel made a motion to approve the changes as presented. Mark Bean seconded and the motion was approved unanimously. Changes will be effective immediately.

New Business

- Graduate Students taking Undergraduate Classes
We have had some issues with students being admitted as an undergraduate when they are taking advanced pathophysiology and should be a graduate non-degree seeking student. This causes the department to do an override to put the student into the class. We would rather these students be admitted on the graduate side and have the departments do an override for any other classes the student wants to take.
On the other hand, graduate students can sign up for undergraduate classes without having to have permission or an override. Typically, students are doing this for financial aid. However, we had an issue come up last semester with a graduate student taking an undergraduate class to fill out her financial aid hours requirement and then didn't pass the class. This particular incidence calls for a clarification on grade expectations.
Sheila Adams made a motion that graduate students taking undergraduate classes are held to the requirement of a grade of C or above. Bridget Pieschel seconded and the motion passed unanimously.

- Research – Need creative ideas for changes to research and how can we implement research in graduate programs for faculty. It is in our mission statement. Institutional Research statements for each program.
- Meeting Time Poll – the majority of the members can meet at 3:00 pm and the room was already reserved for that time slot.

Old Business

- Teaching Assistants and Tuition Waiver – move to the next meeting agenda Council members were given ‘homework’ to review their individual programs, be more creative with some solutions and be prepared to discuss this topic at the next meeting.
- Recommendation to remove test score requirements Mark Bean, Irene Pintado, and Dee Dee Larson will form a subcommittee to review if removing test scores will be problematic for any program-specific or institutional accreditation standards. Will be put on next meeting agenda.
- International Financial Backing Statement Council members were given ‘homework’ at the November meeting to review their individual programs and be prepared to discuss this topic at the next meeting.
- On campus graduate events Marty Brock, Monica Riley and Chad Murphy have met and are working on this and will report at the next GC meeting.
- Fire Engine-RED Update – Kendall reviewed the application process for comments and suggestions to take back to the vendor.
- Thesis/Dissertation Standards & Templates – Follow-up Johnnie Sue asked for possible dates where her contact could conduct a training session for us.

Our next meeting will be March 10, 2016, at 3:00 p.m. Proposals will be due by noon March 3, 2016. This is the last meeting for inclusion in the 2016-2017 catalog.