I. Approval of Minutes from October 10, 2013
   Motion: To approve the minutes as presented.
   Moved: The motion was made by Dr. Olenick
   Second: The motion was seconded by Dr. Griffith
   Unanimously approved.

II. Subcommittee Reports
   A. Curriculum – Dr. Sherrye Garrett
      i. Master’s in CMSS: Dr. Garrett shared a handout addressing the revised
         issues and a comparison of the CMSS program proposals. The committee
         unanimously recommended approval by Graduate Council. Unanimously
         approved.

   B. Rules and Procedures – Dr. Scott Sherman
      i. Graduate Faculty: Dr. Sherman: none submitted; Dr. Naehr: shared the CGS
         graduate faculty list with the Associate/Assistant Deans from each college to
         get confirmation of graduate faculty status. The deadline posted on the form is
         April 15, targeted at new faculty applications. Current request is to update files.
         S&E is currently not in compliance. Faculty hired after that date and renewals
         are to be submitted in early fall.
      ii. Bylaws Update: Currently, folders are being set up and the file contents will
         be shared via DropBox soon.
      iii. Graduate Assistantship Handbook: To be reviewed and input to be collected by
         the November 14 meeting
      iv. University Procedures Updates – Dr. JoAnn Canales
         The Provost put these procedures forth in the last Dean’s Council meeting that
         need to be reviewed. Share any feedback with Dr. Sherman in the next two weeks
         prior to the CDC meeting.
         1. 15.02.02.C1 - Export Controls
2. 13.03.01.C2.02 - Awarding Academic Scholarship (Note: 2.4.1 and 8.1)
3. 12.07.99.C1.02 - Professor of the Practice
4. 12.99.99.C4.01 - Faculty-Authored Textbooks and Other Educational Materials
5. 11.99.99.C6.01 - Certification of Degrees

III. Graduate Student Focus Groups – Evan Paret: a mixer event for graduate and undergraduate students was discussed during the last SGA meeting. New Graduate Student Senators will be meeting monthly with Dr. Canales on the 3rd Tuesday of every month.

IV. College of Graduate Studies Reviewers’ Report - Dr. Canales: A matrix will be created identifying issues, recommendations, actions, responsible parties, and a timeline based on the themes identified from the report. Some recommendations are already being addressed and others are going to be dealt with in the future.

Dr. Layman expressed concerns that the lack of distance education nursing students’ participation in the feedback session as one of the recommendations could lead to unfair scrutiny of COHNS online courses. Online courses already have extra challenges with course review. Any scrutiny regarding the efficacy of online courses, resulting from the report, should apply to non-online programs as well.

V. Graduate Student Recognition Proposal - Dr. JoAnn Canales: Provided initial criteria for 6 new student and faculty awards - to be awarded at the Annual Faculty Staff Awards. These include: Outstanding Teaching Graduate Assistant, Outstanding Research Graduate Assistant, Outstanding Graduate Master Student Award, and Outstanding Graduate Terminal Degree Student Award.
Dr. Smee and Dr. Etheridge volunteered to work with Dr. Canales to refine the criteria.
Comments can be sent via email to Dr. Canales and the new developments will be shared as soon as they are developed. Some discussion in the meeting included:

• Changing the wording to allow students with Master’s degrees from other institutions to remain eligible.
• Raising GPA requirements to reflect excellence in graduate school (more A’s than B’s) to 3.8 versus 3.5.
• Publications or professional works show initiative and excellence,
• $1000 could be used for research materials, scholarship instead of just travel
• Specific Master’s versus Doctoral Awards categories
• Lowering the compensation and awarding $100 to nominee from each college.

There will be an Honor Societies for graduate students effective Spring, 2014 Two are being considered-- Alpha Chi and Phi Kappa Phi.

VI. Liaison Reports
A. ITDEC: Dr. Layman – the available WebEx storage space is rapidly filling up. The University has purchased additional space and has begun to establish some sort of clean-up process to manage the space and prevent the server
from over-filling. The IT helpdesk responses have been unfulfilling, but a next tier-level help is now available after-hours. Please share this with faculty. ADA requires reasonable accommodations (closed captioning) only if a student requests it.

B. International: Dr. King – Dr. Griffith attended this meeting. There were discussions about admitting students from countries like Iraq, without transcripts. On a side note, Dr. Canales will share the online link for accessing TOEFL tester’s voice samples.

C. Library: Dr. Shupala – not present to report

D. Faculty Senate: Dr. Griffith – Please send motions to Marilyn Spencer to have them included in the agenda. Two open forums are to be held tentatively Nov 19 and 22 for issues: office hours and mini-mesters. Rumors regarding fewer summer courses and lower pay for summer teaching were not confirmed or denied. Official enrollment count is not yet available to determine raises. This raised discussion regarding a change in the structure of the Graduate Council and who the council reports to and advises? Dr. Canales or Faculty Senate? Dr. Canales will seek clarification.

E. Retention: Dr. Sherman – no report because this committee has not met. However, Dr. Canales mentioned that there is currently a Draft Report on Retention with the final report due in the near future. Dr. Sherman will follow up with Dr. Gerry Moreno.

VII. Matters Arising

• Dr. Garrett: Mini-mester and academic carousel does not match SAIL locations/start dates for Course READ 5322. Dr. Canales will check with Maria Fonseca.
• The General Section of the catalog does not account for student dismissal unrelated to plagiarism or academic integrity. This needs to be addressed.
• March 19, 2014 is the tentative Open House for internal recruiting, which is during the week after Spring Break. Application fees will be waived for all TAMUCC undergrads. Please advise on whether this date is acceptable via email.
• The issue of changing 5000 level courses to 6000 courses was briefly discussed. May not be necessary, as coding will take care of this to generate appropriate formula funding. Conflicting information arose concerning process and possibilities. Dr. Canales will seek clarification.

VIII. Adjournment

Moved: The motion was made by Dr. Sherman
Second: The motion was seconded by Dr. Griffith Unanimously approved.
Meeting was adjourned at 2:59.

TENTATIVE FUTURE MEETING DATES: 11/14; 12/12; 1/9; 1/23; 2/13; 2/27; 3/6; 3/27; 4/10; 4/24; 5/8