

Graduate Council Meeting Minutes

October 18, 2018 2:00-3:30 pm

Madison Union 404

I. **Approval of the Minutes**

Upon motion by Danette Bronaugh, seconded by Mary Jeanne Speare, the Graduate Council unanimously approved the September 13, 2018, Graduate Council minutes.

II. **Announcements, Reports, and Updates**

1. Michael Klein announced the Cohen Graduate Professional Development Center has been renamed [The Cohen Center for the Humanities](#) to align with other similar institutions. He explained that the center is an intellectual space for both faculty and students and encouraged everyone to visit. The location of the center is at Madison Hall 4000; any questions please contact Michael Klein. Jie mentioned that the Center had developed a strategic plan, with a new mission and vision.
2. Jie Chen reported on the Executive Committee (EC) and explained the how new executive committee members were selected. He announced the executive committee members: CAL- Pete Bsumek, CHBS- Melody Eaton, CISE- Hossain Heydari, COB- Karen Ford, COE- Dannette Bronaugh, CSM- Roshna Wunderlich, and CVPA- Mary Jean Speare. Michael reported on the first meeting of EC and explained that the EC will continue to revise the Graduate Council (GC) Bylaws. All GC members were encouraged to express any sentiments, questions or concerns by contacting anyone on the EC.
3. Michael Stoloff provided a report on the E-vote results from the Program/Course Action Requests submitted last month. He mentioned that e-vote results will be shared to give everyone an update. Everyone was encouraged to submit their e-votes as soon as possible to process program requests in a timely manner.
4. Jie Chen introduced a handout on the [Professional Grant Development Institute](#). The grant proposal institute is geared for those who wish to strengthen their grant writing skills and beginners who wish to acquire and master the techniques of preparing, writing, and winning proposals from various funding agencies. Everyone was encouraged to participate and apply. Jie also mentioned that through research grants, we could enhance our support for graduate students, particular those who worked on those grants.
5. John Burgess highlighted some events from the GC Announcements handout, including a report on travel grant results: 52 applications received and 31 awards. Although the College of Health and Behavioral Sciences was very well represented with 24 applications, all programs were asked to encourage their students to participate. John also provided an update on 3-Minute Thesis held on Friday, January 25, 2019, 6 PM.
6. John announced that Ken Rutherford will be the December Graduate Commencement speaker and the May commencement speaker has not been determined.
7. Jack Nighting reviewed the GSA Report and highlighted on some topics. After faculty requested, John and GSA will include all faculty on informational emails.
 - October 22, 2018 – Resume Workshop from 5:00 PM-6:00 PM in the Cohen Center
 - November 5, 2018- Grant winners announced over email and Facebook
 - November 14, 2018- Monthly meetings from 6:00 PM-7:00 PM in the Cohen Center
 - Looking for Graduate Student Representatives from each department
8. Michael Stoloff announced more details of the [Holistic Review](#) and encouraged all to participate.

III. **Discussion and Action Items**

1. Dual-Level Courses need to be revised to meet SACSCOC expectations. John will form an advisory group to explore policies for dual-level courses. All Graduate Council members interested in serving were asked to contact John. John also described how TGS is currently revising the policies and procedures manual. Before changes are implemented they will be presented to Graduate Council for review and approval. Ultimately, the

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goal is to integrate the Policies document into the Graduate School Catalog.

End of Minutes.