Members Present: Spadoni College of Education – Krystal Curry; Edwards College of Humanities and Fine Arts – Kris McIntyre for Amanda Brian, Tripthi Pillai, Brian Nance, Steve Earnest; Wall College of Business Administration – Arlise McKinney, Mark Mitchell, Greg Krippel, Ken Small; College of Science – Colleen McGlone, Sathish Kumar; Julianna Harding; Registrar – Dan Lawless; Director of Graduate Studies – James Luken; Faculty Senate – Richard Viso (Roi Gurka will be replacing Richard Viso in near future as Faculty Senate Representative); Kimbel Library – John Felts for Judith Nagata

Absent: Spadoni College of Education – Austin Hitt; Edwards College of Humanities and Fine Arts – Christian Smith; Wall College of Business – Janice Black

The meeting was called to order by Dr. James Luken at 11:45 a.m. in the Board Room (#164), College of Humanities & Fine Arts

Old Business:
A. Approval of October 4, 2017 Graduate Council Minutes
   Minutes were approved by Graduate Council with a notation added: Faculty Senate Rep Rich Viso will be replaced in the near future with Roi Gurka

B. Application Deadlines
   Universal deadlines may not be possible. A consensus opinion of the Deans is that earlier deadlines are better but the dates should not be hard deadlines. Every program should look at their deadlines based on admission terms. Some may have three (fall, spring, summer). Potential wording can be as follows: the application deadline is XXXX for full consideration of your application and an assistantship. All programs should bring suggested dates to next month’s meeting.

New Business

A. Graduate Student Input Mechanism
   The Office of Graduate Studies will be applying for Student Achievement/Student Engagement funds. The goal is to set up a council representing graduate students where they can voice their concerns, gather and share ideas and also make suggestions for improvements. Deadline is November 14 so we will need to get this together soon.

B. New Curriculum Approval Process
   There have been problems with the graduate curriculum process recently. The undergraduate process has a new format. The Provost’s Office is migrating the graduate process to the new platform in the near future.

C. OPEN
   a. Budget/Advertising
      Graduate Programs are not getting monies for promotion/retention of graduate programs from their departments. To get additional funds for graduate advertising, someone will have to set up new accounts and determine where the money comes from. Dr. Luken will go to the Provost for discussion.

   b. The College of Humanities and Fine Arts is preparing a proposal for an MA in Communications.

Meeting adjourned 1:00 p.m.