Members Present:
  Wall College of Business – Michael Latta, Olajumoke Awe
  Spadoni College of Education – Austin Hitt, Richard Costner
  Edwards College of Humanities and Fine Arts – Joe Oestreich, Phillip Whalen
  College of Science – Colleen McGlone, Erin Hackett
  Dean of the College of Graduate Studies & Research – Rob Young
  Faculty Senate –
  Registrar’s Office – Dan Lawless
  Library Services – Eric Resnis

Absent: Roi Gurka

Guests:
  Deborah Breede
  Greg Krippel
  Amanda Brian
  Joe Winslow
  Alex Fegely
  Shari Orisich

I. Call to Order
   A. Approval of the November 6, 2019 minutes was moved by Colleen McGlone and seconded by Joe Oestreich. The minutes were approved.

II. Chair Report
   A. International students taking less than 9 credits in a semester can be considered to have full time status if in their final semester or completing their thesis/dissertation. Forms are available from the Center for Global Engagement. The correct wording has been added to the catalog.
   B. All of the programs that use Graduate Assistants were contacted about their process for evaluating GA’s. According to the feedback, some conduct formal evaluations and some do not. Everyone has agreed that a universal form would be helpful. The Chair will create a draft form and send out for feedback. This form will include signature from the Supervisor, Student, Program Director and Graduate Studies. The GA evaluation form will be logged and filed in the Office of Graduate Studies.
C. There will be a Graduate Council meeting on January 15 at 12:00 pm in EHFA 164.

III. Consent Agenda (Form A: Proposal(s) for Revisions to a Graduate Course)

A. Item #92 was removed from the Consent Agenda. Dan Lawless asked for a clarification to the prerequisites for item #92, specifically to edit the wording “EDLL 616/617” to read “EDLL 616 or 617,” or “EDLL 617.” The course was approved pending this clarification.

B. All other items on the Consent Agenda were approved.

IV. Old Business:

No old business to discuss.

V. New Business:

A. Form B: Proposal(s) for Revisions to a Graduate Program

College of Education

Department of Graduate and Specialty Studies

1. ID#79 Ed.S. Specialist in Educational Leadership - Passed
2. ID#80 M.Ed. Master in Educational Leadership – Passed

B. Form C: Proposal(s) for New Graduate Courses

College of Science

Department of Coastal and Marine Systems Science

1. ID#394 CMWS 626 Economy and Sustainability of Coastlines and the Coastal Ocean – Passed

Recommendation to department to change the course to Instructor Consent. The chair will communicate with the department some of the changes that were discussed. Also the department will need to add semester.
2. ID#395  CMWS 613 Environmental Law and Policy – Passed

Recommendation to department to make the form match the catalog description. The chair will communicate with the department some of the changes that were discussed. Also the department will need to add semester

3. ID#396  CMWS 623 Corporate Environmental Sustainability – Passed

Recommendation to department to make the form match the catalog description. The chair will communicate with the department some of the changes that were discussed. Also the department will need to add semester

College of Education

Department of Graduate and Specialty Studies

1. ID#404  CSED 605  Foundations of Computing Systems - Passed
2. ID#405  CSED 607  Introduction to Data Science – Passed
3. ID#406  CSED 608  Computational Thinking and Programming - Passed

C. Form C: Proposal(s) for New Graduate Program or Certificate

College of Education

Department of Graduate and Specialty Studies

1. ID#47  Certificate in Computer Science Education - Passed

D. Revision to the Graduate Catalog: Admissions Information section (Attachment 1)

The motion was made by Michael Latta and seconded by Phillip Whalen to approve the revisions to the Graduate Catalog: Admissions Information section (Attachment 1).

E. Faculty Manual: Graduate Faculty

   a) The Chair sent out an attachment describing Graduate Faculty and the roles. There are many questions about this that are up for discussion.
   b) Many suggestions were made and a decision was made to create a subcommittee. This subcommittee consists of Colleen McGlone, College of Science; Amanda Brian, College of Humanities; Olajumoke Awe, WCOB; Richard Costner, College of Education. We would like to have the subcommittee to work on looking at what other institutes do and how they define the meaning of Graduate Faculty. This will be discussed in the January 15 meeting.
With no further business to discuss, a motion to adjourn was made by and seconded by Colleen McGlone. The motion passed.

The next Graduate Council meeting will be held on Wednesday, January 15, at 12:00 p.m. in EHFA 164