|  |  |  |  |
| --- | --- | --- | --- |
| [x]  Dr. Doug Ried (Chair) | [ ]  Dr. Dennis Combs (CEP) | [x]  Dr. William Sorensen (CNHS) | [x]  Dr. Alecia Wolf (GC) ExO |
| [ ]  Dr. Srini Kambhampati (CAS) | [ ]  Dr. Wes Hickey (CEP) | [x]  Dr. David Pearson (COP) | [ ]  Ms. Brenda Burton (REG) ExO |
| [x]  Dr. Randy LeBlanc (CAS) | [ ]  Dr. Hassan El-Kishky (COE) | [x]  Ms. Rebecca Fernandez (LIB) ExO | [x]  Student (CBT): Aaron Reagan |
| [x]  Dr. Nicholas Fessler (CBT) | [ ]  Dr. Torey Nalbone (COE) | [x]  Ms. Sydni Blundell (GC) ExO | [ ]  Student (CEP): David Gwinn |
| [x]  Dr. Mary Fischer (CBT) | [x]  Dr. Belinda Deal (CNHS) | [x]  Dr. William Geiger (GC) ExO | ([x]  = PRESENT) |

|  |  |  |
| --- | --- | --- |
| ITEM | DISCUSSION | ACTION |
| I. Call to Order | WT Brookshire Building – 2nd Floor Room 234Reminder: Next meeting February 12, 2016 | Chair, Dr. Doug Ried, called to order at 1:00 pm. |
| II. Approval of Minutes | Approval of minutes from December 4, 2015.Motion to approve by RL, 2nd by MF | Vote: Unanimous Approval |
| III. Committee Reports1. Curriculum Committee
2. Ad Hoc
 | 1. Curriculum Subcommittee report and recommendations (MF)
	1. Committee Recommendations on Courses and Programs
		* CAS – 3 Recommendations for Approval
			+ Art & Art History – Program Change
			+ ART 5387 – Course Change to match catalog
			+ CRIJ – Program Change for admission process
		* CBT – 1 Recommendation for Approval
			+ MBA – Program Change for required course, drop ECON 5320 and add MANA 5345
		* COP – 1 Recommendation for Approval
			+ PHAR – PHAR 7165 New Course
	2. Reminders – WG
		* 2/12 is last meeting before catalog closes – recommendations must be approved at meeting for 16-17 catalog
		* Recommendations must be submitted to curriculum subcommittee by 2/5
		* New curriculum system will beta test this Spring to utilize in Fall 2016
		* DNP approved – try to get courses into sub. Committee by 2/5, as well
2. Other ad hoc committee reports
	* + No Update
 | Vote: Unanimous ApprovalVote: Unanimous ApprovalVote: Unanimous Approval |
| IV. Unfinished Business | 1. Progress Reports on 2015-16 Ad Hoc Committees
	1. Proposed Admissions Policy for U. T. System Academic Institutions (BD)
		* Strategic Plan not finalized – No Update
	2. Non-Degree Seeking (NDS) and Probation (AW)
		* No Update
	3. Honorific (AW)
		* Survey went out to committee – not enough data to make a decision
		* Discussion
	4. Bylaws (MF)
		* Report to Faculty Senate or send minutes for informational purposes?
	5. Program Review (Strategic Plan) (DR/H el-K)
		* Strategic Plan not finalized – No Update
	6. Standardized Format for Graduate Program Catalog (BD)
		* New curriculum management tool may alter how programs want to format degree plans
2. Report - Non-degree seeking probation subcommittee (AW)
	* + No Update
3. GA/TA Benefits (AW)
	* + ESC (scholarship office), HR, AW working on new policy and guidelines
		+ Formatting a checklist, standardized offer letter, evaluation checklist, FAQs for admins and UT Share
		+ GAs – No tuition waiver based on position
 | A.1. No Action TakenA.2. No Action TakenA.3. Survey being sent out to all Graduate Faculty for inputA.4. Look at Bylaws & HOPP to Determine Endpoint – Review and Approve last Updated BylawsA.5. No Action TakenA.6. No Action TakenB. No Action TakenC. No Action Taken |
| V. New Business | 1. Language Proficiency & GRE/GMAT/MAT (AW)
	* Not in catalog, but want to add something about requirements and waivers
	* Want assistance with wording
2. Withdrawals (BD)
	* Withdrawals at graduate level do not require faculty signing
	* Students may withdraw not realizing resources / alternatives are available to help them, extending time to graduation
	* Registrar notification to course faculty for any grad student drops/withdrawals; could this be implemented at the graduate level?
3. Academic Standing Comparison (BB)
	* No Update
4. Library Advisory Committee (DR)
	* Jeanne Standley sent an email to deans – committee members have been selected & contacted
 | A. Send Options to Council for FeedbackB. Dr. Ried checking with BB about withdrawalsC. No Action TakenD. No Action Required |
| VI. Announcements/Open Forum |  None |  |
| VII. Adjourn | Motion by MF, 2nd by RL & DP  | Adjourned at 2:25 pm. |