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February 7, 2006

Council on Graduate Studies

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## MINUTES OF THE COUNCIL ON GRADUATE STUDIES

February 7, 2006

The Council on Graduate Studies met at 2:00 p.m. on Tuesday, February 7, 2006 in the Arcola/Tuscola Room.

Members present: Dean Augustine, Dr. Burns, Dr. Conn, Dr. Costa, Ms. Davis, Dr. Elder, Dr. Hake, Dr. Loewen, Dr. Morford, Dr. Owen, and Dr. O'Rourke

Members absent: None

Staff present: Mr. Raney and Ms. Barter

Guests present: None

### I. **Approval of the January 17, 2006 Minutes:**

Dr. Loewen moved and Dr. Elder seconded the motion to approve the January 17, 2006 minutes. The motion passed unanimously.

### II. **Communications:**

1. Lumpkin College of Business and Applied Sciences Curriculum Committee meeting minutes of Friday, January 20, 2006
2. College of Sciences Curriculum Committee meeting minutes of Friday, January 20, 2006

### III. **Approved Executive Actions:**

1. Charles Rohn, Dean, CEPS, the following was approved by executive action on January 24, 2006 to be effective Fall 2006: See **Attachment A** – Revisions to Early Childhood, Middle Level, and Elementary Education catalog copy

### IV. **Items to be Added to the Agenda:**

1. 06-06, Revisions to IGP 45, Grade Appeals – will be distributed at a later date.
2. 06-07, INT 4863, Packaging Design, Specialty Inks, and Coatings (New Course Proposal)

Dr. O'Rourke moved and Dr. Elder seconded the motion to add these items to the agenda. The motion passed unanimously.

### V. **Items Pending**

1. 05-42a-R2, Graduate Faculty Status  
Chair Burns and Dean Augustine presented the revisions to this proposal and answered questions of the council members.

See **Attachment B**. The proposal was approved unanimously effective Spring 2006.

2. 05-42b-R2, Graduate Faculty Status, Associate  
Chair Burns and Dean Augustine presented the revisions to this proposal and answered questions of the council members.

See **Attachment C**. The proposal was approved unanimously effective Spring 2006.

3. 05-42c-R2, Graduate Faculty Status, Adjunct  
Chair Burns and Dean Augustine presented the revisions to this proposal and answered questions of the council members.

See **Attachment D**. The proposal was approved unanimously with one minor correction to the language effective Spring 2006.

#### VI. Items to be Acted On

1. 06-05, FCS 4838, Pattern Development and Design (Revised Course Proposal)

Chair Burns presented the revisions to this proposal and answered questions of the council members.

**FCS 4838. Pattern Development & Design. (2-2-3) S. Pattern Design.** Application of flat patterning theories and techniques to create original apparel and accessory products using industry state-of-the-art patterning software. Prerequisite(s): FCS 2234 Principles of Clothing Construction or graduate student status or permission of instructor after evaluation of clothing construction samples.

The proposal was approved unanimously effective Spring 2007.

#### VII. Other Business

1. CAA Chair, Dr. Reid, requests a representative to serve on a subcommittee to assess the current Course Proposal Format

Chair Burns stated Dr. Owen volunteered to represent the council on the subcommittee.

2. CAA Chair, Dr. Reid, requests a representative to serve on a subcommittee to assess the current Grade Appeal process, IGP 45

Chair Burns asked the council for volunteers of two faculty and one student representative. Dr. Hake, Dr. Morford, and Ms. Davis will represent the council on the subcommittee.

3. Graduate Expo/Banner Implementation

Mr. Raney gave the council members relative dates and information for the upcoming Spring 2006 Graduate Expo: Nominations for Distinguished Graduate Students, March 9; Submissions for Expo program and Registration forms, March 20; Expo week, April 10-14; Awards ceremony, Thursday, April 13, to be held in the University Ballroom; and Posters will be displayed in the Bridge Lounge. Mr. Raney asked the council to support the Expo by discussing these dates and information with both faculty and students in their respective departments.

Mr. Raney announced admissions will be tested in the new Banner software in the Summer 2006 term for Fall 2007 applicants.

#### VIII. Committee Reports

1. Enrollment Management – Dr. Burns stated at the last meeting statistics were given and upcoming dates for Open House and Transfer days
2. Awards – No report
3. Textbook Advisory – Dr. Loewen reported the committee will meet on February 14. Dr. Loewen asked the council members if they had questions for this committee. It was suggested he ask if the textbook rental program be set up in a bookstore style in order for graduate students to browse through the stacks throughout the semester prior to purchasing their textbooks and would it be possible to raise the textbook rental

fee for graduate students in order for faculty to have more latitude in rotating textbooks required for their classes.

4. Library Advisory Board – No report
5. ATAC – Dr. Conn stated the upcoming server conversion will go smoothly. The CATS office is preparing workshops for women.
6. Honorary Degree – Dr. Elder stated the committee plans to meet February 23.
7. TEAM – Dr. Costa stated the committee plans to meet February 27.
8. GSAC – Dr. Owen stated the council made plans to promote the Graduate Student Expo, discussed possible revisions to the constitution, and discussed outlining specific duties for council members.

#### **IX. Dean's Report**

1. Graduate Alumni Activities
2. Dean Augustine reported the CATS office offered to prepare a technology professional development program for graduate assistants. Upon completion of six workshops they would be awarded a certificate.
3. Dean Augustine is scheduled to meet with the four colleges administrative councils to discuss the recruitment workshop held in January. The first meeting will be held Wednesday, February 8.

The meeting adjourned at 3:30 p.m.

Linda Barter, Coordinator

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**ANNOUNCEMENT OF THE NEXT MEETING**  
**Tuesday, February 21, 2006**  
**Arcola/Tuscola Room**  
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