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| [x]  Dr. Mary Fischer (Chair) (CBT) | [x]  Dr. David Criswell (CNHS) | [ ]  Dr. Robert Sterken (CAS) | [x]  Dr. Gary Miller (ExO)  |
| [x]  Dr. Dennis Combs (CEP) | [x]  Dr. Jenifer Chilton (CNHS) | [x]  Dr. David Pearson (COP) | [x]  Chelsea Crain (GC) ExO |
| [x]  Dr. Yanira Oliveras Ortiz (CCEP) | [ ]  Dr. M Sathyamoorthy (COE) | [x]  Dr. Fadi Alkhateeb (COP)  | [x]  Brenda Burton (ExO) |
| [x]  Dr. Nicholas Fessler (CBT) | [x]  Dr. Torey Nalbone (COE) | [x]  Dr. William Geiger (GC) ExO | [x]  Terra Gullings (ExO) |
| [x]  Dr. Tammy Cowart (CBT) | [x]  Dr. Marsha Matthews (CAS) | [x]  Dr. Alecia Wolf (GC) ExO | [ ]  Aubrey O’Toole: Student (CAS) |
| [ ]  Zack Billings: Student (COP) |  |  |  |
| ([x]  = Present) |  |  |  |

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| ITEM | DISCUSSION | ACTION |
| I. Call to Order |  Called to order by Dr. Mary Fischer (Chair) |  1:13 p.m. |
| II. Approval of Minutes | Approval of minutes from April 2018 Minutes | Unanimous Approval |
| III. Committee Reports A. Curriculum Committee B. Ad Hoc | A. Curriculum Subcommittee Report and Recommendations (TN)* Please see attachment below for curriculum that was discussed and approved

B. Ad Hoc Committee Report and Proposals* Conditional Admissions – deferred until next meeting in order to allow the committee to collect more data. (JC)
* Syllabus Task Force (NF)
* There are way too many components that go into composing a syllabus and the process should be simplified (NF)
* Anyone can make changes in the curriculum form anywhere along the line without original proposers consent
* In theory everyone on the document should know of changes (BB)
* Anytime a change is made the originator is notified (YO)
* Accountability and time stamp system and notifications under “my items” shows pending docs in your box (TN)
* There is a compare versions option as well (BB)
* Originator of the document can change it if it is sent back to them (TN)
* Maybe it should be changed where if there are minor mistakes that need to be fixed it can be done so on the spot (TC)
* Ad Hoc Committee formed to further discuss syllabus composition, on the committee: Nick Fessler, Brenda Burton, Yanira Oliveras-Ortiz
* Ad Hoc asked to evaluate and discuss syllabi process, expectations and if the process should be changed.
* Chairs of departments should be “syllabus police” not Grad Council. Syllabuses should be check by chairs before submitted for approval. (WG)
* Syllabi are contracts with the students (TN)
* Graduate Research Assistant Task Force (GM)
* Deferred until the next meeting
 | A. Tammy Cowart Motions, David Criswell Seconds. Approved. |
| IV. New Business | A. Graduate School Representative: Dissertation Defense (WG) (CC)* Having issues locking down faculty members to serve as the Graduate School Representative, How do we fix this issue (CC)
* Will discuss at next meeting
* Thesis and Dissertation Committee Composition (WG)
* Deferred until next meeting
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| V. Announcements/ Open Forum | * None to date
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| VI. Adjourn |  Meeting Adjourned by Dr. Mary Fischer | 3:10 p.m. |

Attachment: Graduate Council Sub-Committee on Curriculum

Recommendations for action on submitted curricular items 11 May 2018

In the table below, please find the recommended actions on the each of the identified curricular item as it was submitted by the CM system by the host program for consideration. These submissions have been reviewed by the subcommittee, including a representatives of the Registrar’s office and the Library. The recommended action is made following the assurance that the item(s) is (are) in compliance with all components of program and or course requirements for publication in the catalog of UT Tyler.

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| Course/Program | Description | Key Issue | Rec. Action | Follow-up |
| CRIJ 5362 | New Course | Fix Prefix: not CRIJ | Approve | Corrected |
| CSCI 5332 | New Course | Update Syllabus | Approve | Corrected |
| CSCI 5333 | New Course | Update Syllabus | Approve | Corrected |
| CSCI 5342 | New Course | None | Approve | N/A |
| CSCI 5350 | New Course | Change of Description | Approve | Corrected |
| CSCI 5363 | New Course | Update Syllabus | Approve | Corrected |
| OCTH 5247 | New Course | Resolved | Approve | N/A |
| OCTH 5325 | New Course | Resolved | Approve | N/A |
| OCTH 5340 | New Course | Resolved | Approve | N/A |
| PHAR 7235 | New Course | Update Syllabus | Approve | Corrected |
| PHAR 7229 | New Course | None | Approved | N/A |
| NURS 6377 | New Course | Pending RO Comments | Approved | Corrected |
| NURS 6387 | New Course | Pending RO Comments | Approved | Corrected |
| Nursing M.S. | Change Program | Pending RO Comments | Approved | Corrected |
| Industry Specific Preparation | Change Program | None | Approved | N/A |
| School Counseling M.A. | Change Program | Change Start Date | Approved | Corrected |