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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 Miller (GC) ExO |
| [x]  Dr. Yanira Oliveras Ortiz (CCEP) | [x]  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 | [x]  Aubrey O’Toole: Student (CAS) |
| ([x]  = Present) |  |  | [x]  Zack Billings: Student (COP) |

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| ITEM | DISCUSSION | ACTION |
| I. Call to Order |  Called to order by Dr. Mary Fischer (Chair) | 1:03 p.m. |
| II. Approval of Minutes | Approval of minutes from May 2017 and June 2017* Approved: contingent on a few corrections
 | Unanimous Approval |
| III. Unfinished Business | **A. Graduate Faculty Status Committee Report (Dr. Nalbone)*** Many members think it is good to review our current Graduate Faculty Status Policy
* Dr. Geiger clarifies that someone that holds a PharmD or a DNP (Doctor of Nursing Practice) is allowed to serve on a dissertation committee
* Application for Research, Provisional or Visiting Graduate Faculty Status should come from the department where the faculty member works or in the case of visiting, the department of which the committee they will be serving on.
* In the case of DNP some students have been completing projects instead of dissertations to earn their DNP.
* Questions that were brought forward: What do we need to do to modify the credentialing when someone wants to serve that doesn’t have a research background? In the case of a project instead of a dissertation, who should serve on the committee?
* Ad Hoc committee formed to review this process and bring forth answers to these questions, members include: Dr. Nalbone (Chair), Dr. Chilton, Dr. Fischer, Dr. Pearson, Dr. Ortiz.

**B. Graduate Council – By Law Review (Dr. Fischer)** * Last action took place in 2014
* It was agreed unanimously that this committee needs to meet every three years to look over the laws and make sure they are still relevant and being implemented properly. (motioned Dr. Dr. Torey Nalbone, and seconded by Dr. Tammy Cowart
* The By Law Review Committee will consist of: Dr. Tammy Cowart (Chair), Dr. Fischer, Dr. Pearson, Dr. Matthews.

**C. External Review Guidelines (Dr. Swain)*** Dr. Swain has completed three external reviews and she wants it to be beneficial to the department.
* Dr. Swain has insights on how to get started, she had a few struggles along the way trying to get someone to do the external review.
* She recommended starting them in the fall because they do have to be complete before the fiscal year is up.
* Completing the review takes a lot of work including things such as self-study, a written report and a response to the reviewers comments
* External Reviews are all about evaluating the curriculum and how it benefits the students
* Committee Consists of: Dr. Marsha Matthews (Chair), Dr. Colleen Swain and Dr. David Criswell
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| IV. New Business | **A. Appointment 2017-2018 Curriculum Subcommittee*** Last fiscal year the curriculum subcommittee pushed through 159 independent curriculum items, this year we are projected to match that if not exceed.
* There is a representative from each college and the committee will meet from now until June 2018.
* The Committee consists of: Dr. Torey Nalbone (chair), Brenda Burton, Terra Gullings, Dr. Alkhateeb, Dr. Sterken, Dr. Ortiz, Dr. Criswell, Dr. Fessler

**B. Appointment of 2017-2018 Council By-Law Review Task Force*** The By Law Review Committee will consist of: Dr. Tammy Cowart (Chair), Dr. Fischer, Dr. Pearson, Dr. Matthews.

**C. Discuss Student QEP Representative*** Quality enhancement work for SACS that involves students, staff, faculty and community.
* Meet once a month to survey topics that might become the QEP with different stakeholders
* Dr. Verman created a survey that will go out in October.
* Elected Aubrey O’Toole to work on this committee and report to the council about the on-going basis.

**D. Graduate Council 2017-2018 Chair Elect*** As Graduate Council Chair the elect will serve 2 years, 18-19 and 19-20 fiscal years.
* Dr. Alecia Wolf will distribute a ballot among voting members and we will announce the chair elect at the October meeting
* Chair puts Agenda together, presents to Dr. Geiger and runs the Graduate Council meetings.

**E. Schedule Dashboard Update Report*** Every program has a dashboard that is sent to advisors and departments
* The fall to fall term now moved to spring

**F. Strategic Plan Update (Dr. Geiger)*** Still in draft form
* President is still holding strategic meetings and the final plan could be released as late as February 2018.
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| V. Announcements/ Open Forum | * Each fall a memo is sent out about how to submit curriculum to the curriculum subcommittee
* All items but got through curriculum management in the format of a word document
* The route curriculum takes : department > college > dean > grad council > subcommittee > grad council > Dr. Geiger
* There are expedited options as well for courses needing quick approvals for special circumstances.
* Dr. Geiger proposes all courses expected to start in Fall be approved by March 2018 to make it into the Fall 2018 catalog
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| VI. Adjourn |  Meeting Adjourned by Dr. Mary Fischer (Chair) | 2:20 pm |