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

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| ITEM | DISCUSSION | ACTION |
| I. Call to Order | WT Brookshire Building – 2nd Floor Room 234  Reminder: 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 Reports   1. 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 Approval  Vote: Unanimous Approval  Vote: 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 Taken  A.2. No Action Taken  A.3. Survey being sent out to all Graduate Faculty for input  A.4. Look at Bylaws & HOPP to Determine Endpoint – Review and Approve last Updated Bylaws  A.5. No Action Taken  A.6. No Action Taken  B. No Action Taken  C. 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 Feedback  B. Dr. Ried checking with BB about withdrawals  C. No Action Taken  D. No Action Required |
| VI. Announcements/ Open Forum | None |  |
| VII. Adjourn | Motion by MF, 2nd by RL & DP | Adjourned at 2:25 pm. |