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| Dr. Marsha Matthews (Chair) | Dr. David Criswell (CNHS) | Dr. Robert Sterken (CAS) | Dr. Mary Fischer (FacSenate) |
| Dr. Jessica Holm (CEP) | Dr. Jenifer Chilton (CNHS) | Dr. David Pearson (COP) | Terra Gullings (ExO) |
| Dr. Yanira Oliveras Ortiz (CEP) | Dr. M. Sathyamoorthy (COE) | Dr. Kathleen Snella (COP) | Brenda Burton (ExO) |
| Dr. Nicholas Fessler (COB) | Dr. Torey Nalbone (COE) | Dr. William Geiger (ExO) | ????? (ExO) |
| Dr. Tammy Cowart (COB) | Dr. Dewane Hughes (CAS) | Dr. Alecia Wolf (ExO) | ( = PRESENT) |
| Jeff Lindemoyer: Student (COB) | Ali Yazdanshenas: Student (COP) |  | X Anita Brown - Minutes |

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| ITEM | DISCUSSION | ACTION |
| I. Call to Order | 1. W.T. Brookshire Hall – 2nd Floor Room 234 | 1. Marsha Matthews called the meeting to order at 1:00 p.m. |
| II. Approval of Minutes | 1. Approval of minutes from December 2018 | 1. Bill Geiger brought up the issues of lower attendance at meeting & members need to be in attendance to have items discussed for their college. He will collect attendance records and send to the Dean of each College. 2. Correction to section F on December minutes the sentence that states, “In some cases, the programs’ subplan tracks specializations and are stand-alone.” – should instead state, “In some cases, a group of courses may be offered as a track/emphasis/specialization/concentration/option of a Master’s degree—this is a SubPlan in the system. Sometimes, these same courses are offered as stand-alone versions that are non-degree seeking ‘certificate-type’ plans, and are not linked to a degree—students are not admitted to a degree-seeking plan.” 3. Motion to approve by Mary Fischer. Seconded by Yanira Oliveras-Ortiz. The minutes were approved. 4. Mary Fischer noted error on council names for attendance – Dewane Hughes listed as representative for COE, needs to be CAS. |
| III. Committee Reports   1. Curriculum Committee 2. Ad Hoc | 1. Curriculum Subcommittee report and recommendations (TN) – Oliveras-Ortiz will give the Subcommittee Report | 1. Curriculum Subcommittee Report & Recommendations: See attachment to the minutes. The Subcommittee recommended all of the items listed WITH THE EXCEPTION OF ITEMS DATED 1/4/19 as they were not included in the Subcommittee notes that Yanira was given. The Subcommittee will review those items and send the GC Chair its recommendation and there will be an email GC vote on those items.   Discussed deadlines to add new courses to university catalog. |
| IV. Unfinished Business | 1. Graduate School Representative: Dissertation Defense (Oliveras-Ortiz – Chair, Chilton, Holm)    1. Status of formal proposal – has it been sent out? 2. Graduate Research Assistant Task Force (Tammy Cowart-Chair, Nalbone, Chilton) 3. See Task Force Report (p.4) Graduate School Representative: Dissertation Defense (Oliveras-Ortiz-Chair, Chilton, Holm)    1. Status of proposal for Dr. Mirmiran? 4. Syllabi Expectations – esp. not requiring attachment of syllabi (WG)    1. Status? 5. Task Force – Guidelines for Certificate (Jenifer Chilton-Chair, Tammy Cowart, Snella, Matthews)    1. Status? | 1. Completed during December 7, 2018 meeting. Bill Geiger noticed that attachments to minutes should be ready for publication. Yanira Oliveras-Ortiz noted that an addition should has been made discussing married individuals serving on the same committee. Bill Geiger stated that it had been approved at an early meeting. Yanira Oliveras-Ortiz said she had reworked the wording and would send the final draft to Marsha Matthews. 2. Tammy Cowart not in attendance at meeting – will be moved to next agenda. 3. Same proposal question as A – completed during December 7, 2018 meeting.   At end of meeting this topic came up again. Bill Geiger noted certain faculty are not eligible to serve on thesis or dissertation committees because their appointments are not full-time. Proposed that the document covering policy containing “eligibility for graduate faculty membership” be reworded to remove this issue. Proposed changes: Removed mentions of 50% appointment, added full-time tenured, tenured-track, and professional terminal degrees will be eligible, changed the revision date. This changes were made to the document during the meeting. Motion to approve wording by Mary Fischer – second by Yanira Oliveras-Ortiz. Vote to change document passed. Document updated during meeting.   1. Syllabi Expectations: Bill Geiger reported that Beth Bruce is working on revising the form. He will check on the status of the revision. 2. Bill Geiger stated he still needs to contact SACs to find out what they provide on certificates and how to handle certificates. |
| V. New Business | 1. Proposal - PARs Requirement for Graduate Programs (Bill Geiger) 2. Expedites delivery of diplomas 3. Other benefits 4. Doctoral Program External Review Guidelines & Procedure Handbook (Office of Assessment & Institutional Effectiveness) 5. Develop evaluation metrics for graduate programs within the University Strategic Plan 6. Graduate Council By-Laws. Consider amendment to include biannual review. 7. Review/Update, if appropriate, graduate faculty status related to professional doctoral programs. | 1. PAR Requirement Proposal:    * + 1. Bill Geiger noted degree plans need to be updated/added to the PAR.        2. He suggested that if a program does not want to load requirements into PAR, the department must explain why it does not want to use the PAR.        3. Student representative Ali Yazdanshenas stated that the Engineering program has “an official spreadsheet” that is used for degree requirements, but he feels that students need information loaded into the PAR more than teachers need it for organization – it will help students understand what is needed and the timeline to graduation better than traditional methods.        4. Brenda Burton noted that the semesters a class is typically offered is important for Advising and the new user interface Ashley Bill’s team is working on.        5. Yanira Oliveras-Ortize motioned for Graduate Council to support use of PAR by each program – second by Jennifer Chilton. Motion passed. 2. Doctoral Program External Review Guidelines & Procedures Handbook: This was completed 2017-18 and has gone to Lou Ann Berman. 3. Evaluation Metrics Task Force – CEP: Yanira Oliveras-Ortiz, Chair; CAS: Bob Sterken; COB: Nick Fessler; CNHS: David Criswell; COE: Torey Nalbone; COP: David Pearson. 4. GC By-Laws: Mary Fischer noted that the GC reviewed the By-Laws 2017-18, and the next biannual review will be 2019-20. 5. Discussion on graduate level projects, defense of projects, and guidance throughout project completion. Questions were raised about graduate projects and who is reviewing the project if no committee is assigned. Ali Yazdanshenas noted that Engineering has graduate projects, but there is no committee, and it isn’t clear who grades/evaluates the projects. Task force: Jennifer Chilton will chair and check on getting committees for graduate projects. Marsha Matthews will co-chair. |
| VI. Announcements/ Open Forum |  |  |
| VII. Adjourn |  | Adjourned 2:50 p.m. |

**Graduate Council – Curriculum Subcommittee Report**

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| Change Course | [EDLR 5313 Strategic School Improvement](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7b0032E771-FB46-462B-8358-E684431C2769%7d) | GRAD | Graduate Subcommittee | 11/12/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [EDLR 5349 Curriculum and Instruction for School Improvement](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7b92ACD627-7468-4274-A7D1-A2C6976352A4%7d) | GRAD | Graduate Subcommittee | 11/12/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [EDLR 5370 Practicum in the Principalship I](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7b5B7E0175-5E08-457F-A1D2-35F40CE9E0BA%7d) | GRAD | Graduate Subcommittee | 11/12/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [EDLR 5371 Practicum in the Principalship II](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7b1DE0D08A-6533-4E0D-8F5C-151B4522160A%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [EDUC 5301 Statistics & Research Methods for the Learning Sciences](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7b9957FDF2-1EF9-494B-879E-A764F6C5B0E7%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [EDUC 5302 Developing an Educational Research Proposal](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7bF99C115C-CA76-4A79-810D-765E87B1C8F1%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [HRD 6351 Univariate Statistics](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7bB75C73D4-99E5-457B-99E6-2D1773792251%7d) | GRAD | Graduate Subcommittee | 10/8/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [HRD 6352 Structural Equation Modeling](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7bC0B5DA6F-4315-496D-8BEA-571C414E5560%7d) | GRAD | Graduate Subcommittee | 10/8/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [HRD 6355 Multivariate Statistics](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7b23A9263E-AA47-4BE1-8D26-601D032E3A36%7d) | GRAD | Graduate Subcommittee | 10/8/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [MUEN 5145 Concert Chorale](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7bDB833A3C-5282-4DA9-A7AE-2AC2E7C84E59%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [PHAR 7686 Advanced Pharmacy Practice Experience- Clinical Patient Care Elective Rotation](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7b74BE749F-41F4-4F63-A45A-82212347DB2D%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Course | [PHAR 7687 Advanced Pharmacy Practice Experience-Non Patient Care Elective Rotation](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bA4C9AB25-EAAF-494D-B063-3F0483E6F157%7d&item=%7bBC35113C-708E-4348-BCB6-DB5687DB54E8%7d) | GRAD | Graduate Subcommittee | 12/3/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Program | [Criminal Justice M.S.](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b62491273-DC18-46FD-B245-50FEC8A93EFF%7d&item=%7b1A2107BE-9521-4AB8-9DC5-19A6AB61E861%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Program | [Curriculum and Instruction M.Ed.](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b62491273-DC18-46FD-B245-50FEC8A93EFF%7d&item=%7b3AB3DB6E-EEA2-41F9-A3A8-40F0F1BB79ED%7d) | GRAD | Graduate Subcommittee | 11/12/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Program | [Educational Leadership M.Ed.](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b62491273-DC18-46FD-B245-50FEC8A93EFF%7d&item=%7b04FC3608-F2FF-465A-A0D9-C7E9C40D55F7%7d) | GRAD | Graduate Subcommittee | 11/12/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Program | [English M.A.](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b62491273-DC18-46FD-B245-50FEC8A93EFF%7d&item=%7bCF34A7A2-DAD5-4E6F-9BAF-756A0C5FDCC0%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Program | [History M.A.](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b62491273-DC18-46FD-B245-50FEC8A93EFF%7d&item=%7b41057FA2-90CD-4C6B-8087-9DE98ECADF4A%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Change Program | [Political Science M.A.](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b62491273-DC18-46FD-B245-50FEC8A93EFF%7d&item=%7b21CB9FBF-9BA4-461B-AC21-405ECEAEA426%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [ALHS 5323 Global Foodways](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b74AC7016-B0AC-4481-8234-9EEFB303A427%7d) | GRAD | Graduate Subcommittee | 10/29/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [BIOL 5184 Evolutionary Genetics Lab](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b2B592D6D-9EDE-4682-9E49-222A32C61D05%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [COMM 5326 Theories of Student Development and Communication](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7bA2F8D710-A82E-4FD6-8BC8-5F3909A9E3B1%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [COMM 5333 Narrative Storytelling Across Media](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b306C4CC1-C83F-476E-A8D4-DCE67FA998A6%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [CRIJ 5355 Criminal Justice Capstone Seminar](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7bE1AF064B-00EE-4D0F-B4FF-AF66ABBA8D4F%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [CSCI 5320 Computational Theory](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b06F30B5D-35EB-4664-92BA-252F366DFE47%7d) | GRAD | Graduate Subcommittee | 10/29/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [EDUC 5316 Best Practices for Curriculum and Instruction](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7bC7969AC2-A6C1-4C00-88EE-454066C7D6F4%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [HRD 6366 Seminar on Organizational Change and Development](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b533574F4-919A-4A6C-9394-E2F02222030E%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [HRD 6377 Leadership Theory and Practice](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b3C3FD063-D8CC-46E5-B36A-F1454D9608F2%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PHAR 7137 Obtaining a Residency](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b83AD7678-ED92-4FA4-BBD3-39E49C9FD778%7d) | GRAD | Graduate Subcommittee | 12/3/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PHAR 7185 Introductory Pharmacy Practice Experience (IPPE-5)](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b0B89652E-39B0-4420-9E6F-6BEDB4D10FEA%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PHAR 7377 Pharmacoepidemiology and Pharmacoeconomics](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7bF5619A0E-9108-45EF-ADE7-8C8989D16998%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PHAR 7585 Integrated Pharmacotherapy 5: Endocrine, Women’s & Men’s Health](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7bBC24CC49-A8F8-41AA-855A-45E8E31CBA2A%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PHAR 7586 Integrated Pharmacotherapy 6: Psychiatry, Neurology, and Pain Management](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b0FD95347-F907-4A0B-852E-3CAF19970FB4%7d) | GRAD | Graduate Subcommittee | 11/19/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PHAR 7586 Integrated Pharmacotherapy 6: Psychiatry, Neurology, and Pain Management (PTX-6)](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b2FBBF2A2-897B-46C9-88D6-13C5E3344A9C%7d) | GRAD | Graduate Subcommittee | 1/4/2019 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PSYC 6340 Advanced Statistics and Research Design](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b0B462AC7-34B9-4C28-9CF1-D4439DDF7620%7d) | GRAD | Graduate Subcommittee | 9/29/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PSYC 6341 Multivariate Statistics](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7bB8BE35AB-81DB-458F-A86A-33BCBAF9327E%7d) | GRAD | Graduate Subcommittee | 10/3/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| New Course | [PSYC 6384 Cognitive and Behavioral Therapy Approaches](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b653D0FC5-DBC0-488A-A7A2-FD3B4472F62D%7d&item=%7b3D06A3D5-5FB1-4CF1-B209-D53BE8F1A3EB%7d) | GRAD | Graduate Subcommittee | 10/3/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |
| Terminate Program | [Standard Principal Certification Preparation](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b511771D1-2FAF-476C-901B-7CFEB843C682%7d&item=%7b8B9ECD5C-5038-42E0-BF1B-346A4E68E1CC%7d) | GRAD | Graduate Subcommittee | 11/12/2018 | [Marsha Matthews](mailto:mmatthews@uttyler.edu) |