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| Dr. Erin West, Chair | Dr. Steven Idell, Dean\* | Dr. Kouider Mokhtari, Assoc Dean\* | Dr. Torey Nalbone,  Past Chair |
| Troy White, RO\* | Katie Hall, Grad Admissions Exec Director\* | Dr. Jessica Bracks, Faculty Senate\* | Terra Gullings/Becky McKay, Library\* |
| Dr. Michael Morris, SCRH | Dr. Barbara McAlister, SON | Vijay Boggaram, School of Medicine | Dr. Sean Butler, CAS |
| Dr. Neil Dong, SCRH | Dr. Jon Seal, CAS | Dr. Annamary Consalvo, CEP | Dr. Nelly Yuen, CEP |
| Dr.Gokhan Saygili, COE | Dr. Mukul Shirvaikar, COE | Dr. Jose Vega, FCOP | Dr. Joe Glavy, FCOP |
| Dr. Mary Fisher, SCOB | Dr. Tom Roberts, SCOB | Dr. Anna Kurdowska, HSC | Dr. Torry Tucker, HSC |
| Kyle O’Brien, CEP Student Representative | Jennifer Moore, Graduate Student Success Coordinator\* | Cynthia Sprayberry, Graduate Council Support Staff\* | Vacancy, Student Rep SON or SOM |
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\*Non-voting attendees

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| ITEM | DISCUSSION |
| I. Call to Order | Dr. Erin West, Chair elect, called meeting to order at 1:10 |
| II. Approval of Minutes | Approval of meeting minutes for November and December 2022 meetings.  Motion to approve, seconded and ayes carried the vote to accept each of November and December meeting minutes. |
| III. Committee Reports  A.Curriculum Committee | A.Curriculum Subcommittee report and recommendations – Dr. Mary Fischer  List of Program and Course Changes, and New Programs and Courses from Curriculum Committee are provided at end of the meeting minutes.  All items were voted on and received unanimous approval by the Graduate Council. |
| IV. Updates on Graduate School | A.Dr. Steven Idell, Dean of Graduate School  Dr. Idell stated that with Dr. Kent Willis leaving at the end of January, and Grad Admissions moving under Enrollment Management, the Graduate School will be reorganizing. The three core functions will be Graduate Program Integrity and Oversight, Graduate Student Success and Retention, and Community Outreach, Partnerships and Pathways. Dr. Willis had been working on a program with United Way – a platform for community training. We will have a smaller team consisting of me, Dr. Mokhtari, Jennifer Moore, Noah Burwell, Grayson Lawrence, Cynthia Sprayberry, and we’ll be adding a team member for Grad Student support.  With the Medical School opening, there are new opportunities for recruiting, but the budget is tight.  Dr. Michael Morris noted that there are 20 faculty positions and 4 have been filled so far.  Dr. Idell said that at the Deans level, there are good candidates for the School of Health Professions and the School of Medicine. We want to recruit department heads with NIH experience.  We are continuing the effort to broaden research opportunities for undergrads and pursuing a 7 year grant. Ways of identifying the students that are interested in research differs for different areas.  Dr. West said that Psychology offers an undergrad class in the BS degree, which is Intro to Research, so that helps us identify the students interested in research.  Dr. Barbara McAlister commented that in Nursing, schedules made it hard, with year-round classes and many students working.  Dr. Morris added that Behavioral Health classes are online, so it is a challenge to find students who want to be graduate assistants, though they would welcome getting an early start as undergrads.  Dr. Jose Vega asserted that if we can even involve high school students as volunteers, that might capture their interest.  Dr. Idell suggested things like Pathways to Medical School, etc.  Dr. Joe Glavy said that a Pipeline for Pharmacy, an early start for a feeder for Pharmacy helps focus students, keeps students here – they often want to stay in Tyler where their families are.  Dr. Amy Hayes stated that the local K-12 schools mostly have feeders into TJC because they offer dual credit classes to high school students. |
| V. New Business | A.Dr. West will create a draft of a survey to UTT faculty to inquire about ways that Graduate Council can better support faculty and student needs, to share at February meeting.  B.Review of 2023-2024 Academic Calendar (hard copies available in meeting)  Troy White, Registrar, led the discussion about the proposed 2023-24 Academic Calendar. Mr. White explained that for the first time, the last 2 weeks of December through first week of January would be a mini-mester for Political Science. POLS 2305 would be a 3 hour class, meeting 8 hours a day, Monday-Friday for 3 weeks, 12/18/23-1/6/24.  Dr. Mokhtari commented that at least one college at UTT is trying to have 7 weeks of classes then 7 weeks for research. Mr. White said that space utilization would be a problem with that kind of schedule. They are currently trying to figure out how students choose classes.  Dr. Mary Fischer mentioned the AP program – it was first established with 7 weeks. We may need to communicate with them for oversight – they will need to follow the process.  Dr. Morris noted that a capstone or practicum might not work well with the shorter time. |
| VI. Open Forum | A. Dr. Amy Hayes (Chair of Psychology and Counseling) to discuss graduate student scholarships/funding.  Dr. Hayes explained that in the Psychology and Counseling department, there are three different Master’s degrees and a Doctoral program. In our Clinical Doctoral program, ½ tuition and a research stipend helps students stay in the program. Our master’s degree programs don’t have funding sources like that. We are trying to meet the recruitment and retention levels, and we have so many students working at the master’s level that we can’t seem to help with funding, that I wanted to bring it to this council.  Dr. Anna Consalvo commented that when she was a student, she got significant reductions of tuition when she was a master’s student, for teaching student composition, working as a TA. They also had significant support from the faculty as TA’s.  Dr. Torey Nalbone stated that his department uses student engagement and success funds to pay graduate students to teach undergrads, but that funding has always been a problem.  Dr. Mary Fischer noted that with new programs, it gets started, proposals get approved, but the programs are not ever funded.  Dr. Kouider Mokhtari agreed that graduate student funding is a problem not just in the College of Education and Psychology, but all across campus. With the new goals the provost has set, the provost has asked the deans – Are these goals reasonable? What can you do to achieve the goals? What resources do you need? Mr. Barron and his team in Enrollment Management, as well as Academic Affairs need to know what kind of help we need.  Dr. Steven Idell said that new programs introduced and then approved don’t have student financial support built in, and it should be. Departments need to talk about the funding needs in budget planning season.  Dr. Hayes stated that she wrote a proposal for scholarships and they were approved by the Graduate School, but David Barron said there is no money for the scholarships – that they must go through a certain process.  Dr. West asked – what is the process for getting funding for students? Dr. West volunteered to start a conversation with David Barron about funding for graduate students, and Dr. Mirmiran as well.  Dr. Idell said that bringing in extramural awards helps and there are endowment funds – some have stipulations for use. Departments need to use the budgetary process.  Dr. Mokhtari suggested that the Graduate Council make contact – we need transparency.  Dr. West asked who do the applications for graduate financial aid go to? How does it work?  Dr. Mokhtari answered that the process is fuzzy and it needs to be clarified.  Dr. McAlister stated that it sounds like maybe David Barron can tell us how to get the money needed.  Dr. Mokhtari said at least David Barron can give us some insight. |
| VII. Adjourn | Meeting adjourned at 2:29 pm. |

**Curriculum Committee Items**

**Change Program items:**

[https://uttyler.smartcatalogiq.com/?sc\_itemid={872130FB-AE83-46F3-9A80-4ADA98E76F33}&proposalid={F8E9B923-48D8-4799-B8F1-01439B60298C}#?source=%7BF8E9B923-48D8-4799-B8F1-01439B60298C%7D](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b872130FB-AE83-46F3-9A80-4ADA98E76F33%7d&proposalid=%7bF8E9B923-48D8-4799-B8F1-01439B60298C%7d#?source=%7BF8E9B923-48D8-4799-B8F1-01439B60298C%7D)

Human Resource Development Ph.D.

Change number of hours during dissertation

[https://uttyler.smartcatalogiq.com/?sc\_itemid={872130FB-AE83-46F3-9A80-4ADA98E76F33}&proposalid={0B69779E-53F5-4C2B-A283-8DDD99CD0288}#?source=%7B0B69779E-53F5-4C2B-A283-8DDD99CD0](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b872130FB-AE83-46F3-9A80-4ADA98E76F33%7d&proposalid=%7b0B69779E-53F5-4C2B-A283-8DDD99CD0288%7d#?source=%7B0B69779E-53F5-4C2B-A283-8DDD99CD0)

 Human Resource Development Ph.D.

Add published research paper to admission options. admission criteria

[https://uttyler.smartcatalogiq.com/?sc\_itemid={872130FB-AE83-46F3-9A80-4ADA98E76F33}&proposalid={89BE6CC0-752F-4226-91E0-649768124747}#?source=%7B89BE6CC0-752F-4226-91E0-649768124747%7D](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b872130FB-AE83-46F3-9A80-4ADA98E76F33%7d&proposalid=%7b89BE6CC0-752F-4226-91E0-649768124747%7d#?source=%7B89BE6CC0-752F-4226-91E0-649768124747%7D)

Doctor of Pharmacy Degree

Add noncredit hours to dissertation registration periods

**New Course item:**

[https://uttyler.smartcatalogiq.com/?sc\_itemid={DFF37C09-613F-4767-9B15-A8DBF7A29546}&proposalid={8346B650-3DE2-4D30-92F5-941B88FEDFD6}#?source=%7B8346B650-3DE2-4D30-92F5-941B88FEDFD6%7D](https://uttyler.smartcatalogiq.com/?sc_itemid=%7bDFF37C09-613F-4767-9B15-A8DBF7A29546%7d&proposalid=%7b8346B650-3DE2-4D30-92F5-941B88FEDFD6%7d#?source=%7B8346B650-3DE2-4D30-92F5-941B88FEDFD6%7D)

Doctor of Pharmacy Degree

Adding N/C milestone course to program

College of Arts and Science

Change program to 4 + 1 format

Chemistry MS

[https://uttyler.smartcatalogiq.com/?sc\_itemid={872130FB-AE83-46F3-9A80-4ADA98E76F33}&proposalid={2CB33012-B285-4E42-B88D-135BDB5D4D50}#?source=%7B2CB33012-B285-4E42-B88D-135BDB5D4D50%7D](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b872130FB-AE83-46F3-9A80-4ADA98E76F33%7d&proposalid=%7b2CB33012-B285-4E42-B88D-135BDB5D4D50%7d#?source=%7B2CB33012-B285-4E42-B88D-135BDB5D4D50%7D)

History MA

[https://uttyler.smartcatalogiq.com/?sc\_itemid={872130FB-AE83-46F3-9A80-4ADA98E76F33}&proposalid={2AAB416A-7441-4184-9E82-35E4E5199223}#?source=%7B2AAB416A-7441-4184-9E82-35E4E5199223%7D](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b872130FB-AE83-46F3-9A80-4ADA98E76F33%7d&proposalid=%7b2AAB416A-7441-4184-9E82-35E4E5199223%7d#?source=%7B2AAB416A-7441-4184-9E82-35E4E5199223%7D)

English MA

[https://uttyler.smartcatalogiq.com/?sc\_itemid={872130FB-AE83-46F3-9A80-4ADA98E76F33}&proposalid={1793BBBF-C7B2-4691-957C-A3AE87D26ACC}#?source=%7B1793BBBF-C7B2-4691-957C-A3AE87D26ACC%7D](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b872130FB-AE83-46F3-9A80-4ADA98E76F33%7d&proposalid=%7b1793BBBF-C7B2-4691-957C-A3AE87D26ACC%7d#?source=%7B1793BBBF-C7B2-4691-957C-A3AE87D26ACC%7D)

Change program to realign graduate program

Chemistry MS

[https://uttyler.smartcatalogiq.com/?sc\_itemid={872130FB-AE83-46F3-9A80-4ADA98E76F33}&proposalid={65949A4A-FC5D-4436-AC5F-B92E91CE79B3}#?source=%7B65949A4A-FC5D-4436-AC5F-B92E91CE79B3%7D](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b872130FB-AE83-46F3-9A80-4ADA98E76F33%7d&proposalid=%7b65949A4A-FC5D-4436-AC5F-B92E91CE79B3%7d#?source=%7B65949A4A-FC5D-4436-AC5F-B92E91CE79B3%7D)

The program changes are needed to align the thesis and non-thesis tracks.