

## Graduate Council Minutes

The Graduate Council met Tuesday, February 12, 2002, in the MSC Boardroom at 3:00 p.m. with Dean Mathew Kanjirathinkal presiding. Members present were: Dr. Robert Baumgardner, Dr. Bobby Carmichael, Dr. Sue Espinoza for Dr. Jon Travis, Dr. Judy Ford, Dr. Ted Hansen, Dr. Jeff Kopachena, Dr. Wayne Linek, Dr. Alma Mintu-Wimsatt, Dr. Chester Robinson, Dr. Vance Underhill, and Dr. Dayle Yeager.

Members absent were: Dr. Dean Ginther, Ms. Tonya Scott, Dr. Robert Seay, Dr. Steve Shwiff, Ms. Susan Tremor, and Dr. Tom Ward.

The meeting was called to order by Dean Kanjirathinkal.

December minutes were approved as distributed.

### **Report from Committee on Curriculum**

Dr. Jeff Kopachena presented the committee report.

The Committee reviewed a proposed change to Procedure A11.39 to allow students to use a 595 course and 518 on the same degree program. The committee recommended that the procedure should remain unchanged. Dr. Robinson made the motion to accept the recommendation which was seconded by Dr. Mintu-Wimsatt and approved by a vote of the Graduate Council. The affected department will change its curriculum to comply with the procedure.

### **Report from Committee on Administration**

Dr. Dayle Yeager presented the committee report regarding course loads for graduate assistants. The proposed course load was nine semester hours during a long semester and six semester hours during each summer term. The committee also proposed a maximum length of appointment for graduate assistants as twenty-four months for master's level and thirty-six months for doctoral level students. The Graduate Council discussed the proposal as well as other issues related to course load/work load.

- a. Some graduate assistants are enrolling in six hours (current minimum course load) and dropping one course during the semester; thus he/she is not able to complete his/her program within the four semesters for master's and 6 semesters for doctoral students, then requests an extension to the number of semesters he/she can hold an assistantship.
- b. By changing the wording to *months* instead of *semesters*, the intent of the procedure would be left up to interpretation by the Graduate Dean.
- c. The salaries of graduate assistants need to be increased.
- d. Tuition waivers should be considered for graduate assistants.
- e. We need to benchmark our requirements with other institutions across the country.

Since there were issues that needed further study, the Committee will revisit the course load/work load issue. Dr. Yeager asked the Graduate Council to send him (in writing) any concerns and recommendations that he can present to his committee.

## Miscellaneous Items from the Graduate Dean

At the A&M System Graduate Deans Meeting, Dr. Leo Sayavedra appointed Dr. Kanjirathinkal to a task force to establish common criteria for graduate faculty status.

Plans for the Fall Federation Seminar are underway. Suggestions for the topic or speaker are welcome.

Dr. Vicki Davis approved the request for a *Distinguished Master's Thesis Award*. The award will be for \$500 for each semester—fall, spring, and summer and will be awarded in the same manner as the dissertation award. The first award will be Fall 2002.

Interim Provost Vicki Davis will visit the Graduate Council at the March 12, 2002, meeting.

## ADJOURNMENT

The meeting adjourned at 3:50 p.m.

Louise Skinner  
Secretary to the Graduate Council