

**Graduate Council Meeting**

**2/10/2021**

**Members Present:** Karen Koehler, Barb Warnock, Chris Raber, Doug Darbro, John Whitaker, Bobbi Massie, Jennifer Scott (guest)

Topics	Discussions	Actions
<p><i>Roll Call and establishment of a quorum</i></p> <p><i>Minutes of the November 11, 2020 meeting:</i></p> <p><i>New Program Proposal Composition and Rhetoric - Jennifer Scott</i></p>	<p>A quorum was established. The meeting was called to order at 4:00 p.m. by Karen Koehler, Graduate Council Chair.</p> <p>John Whitaker was listed as present but was only present for the last 5-10 minutes of the meeting. Chris Shaffer’s name was misspelled, and EDVI 6206 course title name update.</p> <p>Jennifer provided a detailed description and updated the council on where the program is currently in the process of program development. The program will focus on the teaching of writing and will consist of 30 credit hours and take students approximately 2 years to complete. John Whitaker asked if course fees will be applied to the courses. The course fees were not listed in Curriculog. The GC will vote via email once course fee changes have been determined.</p>	<p>Motion to approve as corrected: Karen Koehler, seconded by John Whitaker. Unanimously approved</p> <p>Jennifer is going to do further research regarding course fees. Jennifer will follow up with Karen Koehler once the department has made its decision.</p> <p>On 2/11/21 via email, Karen Koehler motioned to approve the Composition and Rhetoric MA program, seconded by John Whitaker. Unanimously approved. 6 votes – yes 0 votes - no</p>

<p><i>Course Proposals:</i></p> <p><i>RHET 6615</i>  <i>RHET 6620</i>  <i>RHET 6645</i>  <i>RHET 6800</i>  <i>RHET 6900</i>  <i>RHET 6901</i>  <i>RHET 6999</i>  <i>EDVI 6208</i></p> <p><i>Course Cap Self Reporting Form:</i></p> <p><i>GA Evaluation form:</i></p>	<p>Courses RHET 6800 and RHET 6900 were previously approved during the April 20<sup>th</sup>, 2020 GC meeting. Also, courses RHET 6800 and RHET 6900 are misspelled in the curriculum document within Curriculog. Jennifer Scott will follow up with Karen Koehler once changes have been made. Once changes have been confirmed, the GC will vote on the course proposals as a bundle via email.</p> <p>The discussion surrounding the form focused on hour many credit hours each graduate faculty member was currently teaching per semester. The maximum number that is being taught is 22 hours, and the minimum being taught is 12. Karen Koehler and Barb Warnock both suggested the cap be established at 12-15. Several questions arose regarding there the form will be housed and why the form is being implemented. The GC would like to invite Chris Meade to the March GC meeting to clarify the form's purpose.</p> <p>The GC reviewed the revised form and determined that all elements are in place for the form to be voted on for approval. The form will be housed in the GC One Drive and Blackboard site.</p>	<p>Jennifer Scott will update the course misspelling in Curriculog.</p> <p>On 2/11/21 via email, Karen Koehler made a motion to approve RHET 6615, RHET 6620, RHET 6645, RHET 6910, RHET 6999, EDVI 6208, seconded by John Whitaker.  Unanimously approved  6 votes – yes  0 votes - no</p> <p>Karen Koehler will reach out to Chris Meade and invite him to the March 10<sup>th</sup>, 2021 GC meeting.</p> <p>Chris Raber motion to approve the GA Evaluation form, seconded by Doug Darbro. Unanimously approved.</p>
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<p><i>Culture of Scholarship &amp; Graduate and Doctoral course numbering: Dr. Chris Kacir</i></p> <p><i>Additional items:</i></p>	<p>Chris Raber began a discussion regarding developing a support structure for faculty who are working towards full professor status. She recommended a mentor be assigned to such faculty members.</p> <p>Prior to the GC meeting, Dr. Kacir contacted Bobbi Massie. Dr. Kacir would like to have a graduate faculty member volunteer to be part of the Faculty Research Grant Committee.</p>	<p>Dr. Kacir was unable to attend the GC meeting. The two agenda items are being tabled and added to the March 10, 2021 GC meeting agenda.</p> <p>GC was receptive to the suggestion and will discuss it further.</p> <p>GC members will reach out to Dr. Kacir if they are interested in serving on the committee.</p>
<p><i>Meeting adjourned:</i></p> <p><i>Next Graduate Council meeting date:</i></p> <p><b>Respectfully submitted,</b></p> <p><i>Bobbi R. Massie</i></p> <p><b>Bobbi R. Massie</b> <b>Graduate Center Administrator</b></p>	<p>03/10/2021</p>	<p>Motion to adjourn at 5:15 made by Karen Koehler, seconded by Chris Raber.</p>