

Graduate Council Meeting  
Minutes  
February 21, 2008

Present: Muehsam, Ashorn, Bruce, Cook, Edmonson, Gaillard, Tayebi, Titterington

I. Approve Minutes

The minutes from the meeting of February 7, 2008 were approved with changes.

II. SACS 3.6.1 thru 3.6.4

The Council was reminded of the request to submit to Dr. Muehsam by March 10, 2008 the following information for SACS Standards 3.6.1 thru 3.6.4.

3.6.1 Identify that each graduate program has a sufficient number of syllabi that demonstrates content more advanced than undergraduate level.

3.6.2 Provide a sufficient number of syllabi that includes knowledge of the literature of the discipline and student engagement in research and/or appropriate professional practice and training experiences.

3.6.4 Document the graduate programs meet curriculum standards of peer institutions.

For item 3.6.4, a table requesting specific information will be e-mailed to the members.

III. THECB Doctoral Characteristics

The Texas Higher Education Coordinating Board (THECB) has approved 18 characteristics of a doctoral program that must be displayed on the web. The Doctoral Advisory Committee agreed that the information should be on SHSU's website with a target date of Spring 2009. The Council was asked to think of ways to redefine the definitions of the characteristics with the intention of presenting the suggestions to THECB in Fall 2008. The Council was asked to give comments to Dr. Muehsam before April 2008.

IV. Forms

The Council was reminded of the importance of having common forms for program admissions. To assist in collecting appropriate information, a matrix requesting specific materials required by each program will be sent to each member for completion and submission.

V. Miscellaneous

Reorganization of the Council was discussed. It was agreed that there is a great need of representation from the Arts. At the next meeting, there will be further discussion regarding the needs of the membership and the importance of being a member of the Graduate Council.