

PRAIRIE VIEW A&M UNIVERSITY
Prairie View, Texas 77446

GRADUATE COUNCIL MEETING
Wilhelmina F. Delco Building, Room 126
Thursday, January 24, 2008
11:00 a.m.

AGENDA

- I. Call to Order
- II. Approval of Minutes
- III. Items for Approval
 - A. *Course Inventory Updates:*
 - *College of Juvenile Justice & Psychology (Dr. H. Elaine Rodney)*
 - CPSY 7713 – Special Topics
 - B. *Substantive Changes*
 - *College of Business (Dr. Munir Quddus)*
 - Online Masters of Business Administration (MBA) Degree Program
- IV. Requirements & Reminders Dr. Williams H. Parker, Dean
Graduate School
 - A. *Graduate Student Orientation*
 - Must be held at the beginning of each semester (Fall and Spring).
 - Letter must be on file with the Graduate School, signed by the Dean of the College verify, that orientation has been held along with a copy of the agenda attached.
 - B. *Graduate Faculty Orientation*
 - Must be provided for both part-time and full-time faculty each semester (Fall and Spring).
 - Letter must be on file with the Graduate Dean, signed by the Dean of the College verifying that orientation has been held along with a copy of the agenda.
 - C. *Graduate Faculty Nomination Forms*
 - There must be a Graduate Faculty nominations form on file for each faculty member teaching graduate courses (part-time and full-time). Also, a copy of transcripts showing both masters and doctorate degree must be attached.
- V. Enrollment Management Mr. Don Byars, Associate Provost
for Enrollment Management
- VI. Other Discussion Items
- VII. Adjournment

PRAIRIE VIEW A&M UNIVERSITY
Prairie View, TX 77446

GRADUATE COUNCIL MEETING
WLIHELMINA F. DELCO BUILDING, ROOM 120
THURSDAY, JANUARY 24, 2008
11:00 A.M.

AGNEDA

- I. Call to Order
Dr. William H. Parker called the meeting to order at 11:05 a.m.
- II. Approval of Minutes
Motion to approve minutes was made by Dr. Edward Mason and seconded by Mr. Barry Norwood.
- III. Items for Approval
 - A. Course Inventory Updates:
 - College of Juvenile Justice & Psychology (Dr. H. Elaine Rodney)
 - CPSY 7713 – Special Topics**Dr. Rodney presented proposed addition to the course inventory. Questions were asked by the committee and were addressed by Dr. Rodney. After sufficient information was received a motion to approve this proposed course was made by Dr. Kelvin Kirby and seconded by Mr. Don Byars.**
 - B. Substantive Changes
 - College of Business (Dr. Munir Quddus)
 - Online Masters of Business Administration (MBA) Degree Program.**Drs. Quddus and Dyck presented this program to the committee. After a lengthy discussion with questions by the committee being answered by Dr. Quddus, Dr. Dyck and Dr. Michael Williams (the new Assistant Dean of Business) Dr. Parker ask the committee to put this proposal to a vote. Dr. Edward Mason moved to accept this proposal and it seconded by Dr. Douglas Butler.**
- IV. Requirements & Reminders.....Dr. William H. Parker, Dean
 - A. **Graduate Student Orientation.**
 - Must be held at the beginning of each semester (Fall and Spring)

- Letter must be on file with the Graduate School, signed by the Dean of the College to verify that orientation has been held along with a copy of the agenda attached.

B. Graduate Faculty Orientation

- Must be provided for both part-time and full-time faculty each semester (Fall and Spring)
- Letter must be on file with the Graduate Dean, signed by the Dean of the College verifying that orientation has been held along with a copy of the agenda.

C. Graduate Faculty Nomination Forms

- There must be a Graduate Faculty nomination form on file for each faculty member teaching graduate courses (part-time and full-time). Also, a copy of transcripts showing both masters and doctorate degree must be attached.

In lieu of time, Dr. Parker asked that the Graduate Council review the above items to insure that all procedures are being followed.

V. Enrollment Management..... Mr. Don Byars, Associate Provost for Enrollment Management

Mr. Byars' presented several informational sheets regarding preliminary head counts for the Spring 2008. At this time it appears that enrollment is up by 4% from last Spring for the Graduate School.

VI. Other Discussion Items

Dr. Danny Kelly voiced concerns regarding increasing enrollment without an increase in adequate faculty to teach these students. He would like for the Graduate Deans to come together with a plan to increase faculty.

At the next committee meeting Dr. Mason would like to vote on whether or not to give College Deans voting rights at future Graduate Council Meetings.

VII. Adjournment

The meeting was adjourned at 12:15 p.m.

Attendees attached