

**University of Arkansas at Little Rock**  
**Graduate Council Minutes**  
**January 28, 2015**

**Members Present:** Shaun Thomas, Tansel Karabacak, Brian Berry, Karen Kuralt, Roger Dorsey, Kent Layton, Michael DeAngelis, Marjorie Williams-Smith, Gail Hughes, Dan Berleant, and Emily Davis.

**Members Absent:** Coskun Bayrak, Gaurav Kumar, Jim Grover, John Siegel, Vickie Edwards, and Paige Buffington.

**Others Present:** Paula Casey, Larry Beachler, and Dana Steele.

Meeting called to order at 2:03 p.m. by Dr. Kent Layton.

**Presentation by Dr. Sheri Tucker**

- When CEHP formed, they decided to figure out a new, more efficient way to process their curriculum paperwork.
- Blackboard created a shell for them, in which all the invited faculty self-enrolled.
- The shell includes the forms, instructions, and checklist for the curriculum submission and approval process.
- To put an item on the college-level curriculum agenda, faculty submit their completed CCFs to the designated Blackboard drop boxes by the weekly deadline.
- In the grades section, checkmarks are put by items as they are approved.

**Old Business**

Minutes from 1/14 approved.

**New Business**

Report from Curriculum Committee

***College of Business***

15-1015 MGMT New Certificate program

*Approved.*

***College of Engineering and Information Technology***

15-1002 CPSC 5370 Dual Listing

*Approved.*

Report from Personnel Committee

***Graduate faculty status nominees for full status***

Hollis Bray                      Doctorate              UALR      CNMG

*Approved.*

### ***Graduate faculty status nominees for affiliate status***

Charlotte Cone     Doctorate     UCA     EDLR  
*Approved.*

***Expiration dates for current faculty's graduate status:*** GC voted to nullify the expiration dates on the graduate faculty status of current UALR faculty with full status.

### **Dean's Report**

- Articulated transcripts: Policy 509.9 requires admitted international graduate students to submit official articulated transcripts before they can register for classes. These transcripts are expensive for students, and the GS and programs rarely use them. Dean Casey is interested in receiving input on the possibility of eliminating this requirement, except for students who want to transfer credit from international universities.
- Interviews are taking place for the two open positions at the GS.
- The automated response processes are being further grown and developed by Larry and Dana.
- Graduate School dean search: Dr. Kuralt discussed that 32 applicants are currently being reviewed; the search committee will meet next week to discuss them.
- The GS is working on making many paperwork processes, such as supervisory committee forms, completely digital. This change will hopefully simplify the processes, particularly those related to records.
- Expanding BANNER functions: Larry discussed how BANNER is able to record and track dissertation/thesis committees. He is working with Records to start using this function for GS processes in the future.
- 11<sup>th</sup> day numbers: Last year's spring 11<sup>th</sup> day number was 1841; this year's was 1834. SSCH number is up, however.
- Drop numbers were very low thanks to the coordinators' push to contact students.

### **Open Forum**

#### Graduate Faculty Status Form Revisions

- Dr. Berleant has extensively revised the form; drafts were given to GC members.
- Members discussed and suggested additional revisions. They agreed that the new form should be one page, with an additional page of directions attached.
- Dr. Berleant will make the revisions for the next meeting.

Conditional Admission Policy Change: passed Faculty Senate a couple weeks ago.

Additional Conditional Admission Change: Dr. Driskill is hoping to pass another conditional admission change; it has come before the Curriculum Committee, and revisions were requested. It will come before the GC soon.

Meeting adjourned by Dr. Layton at 3:19 p.m.