

Date: January 16, 2009

To: Members of UAMS Graduate Council and All Other Graduate Faculty

From: Ms. Terri Hutton, Chair

Subject: Graduate Council Meeting Minutes – January 15, 2009

Members Present: Drs. Abraham, Benes, Chowdhury, Cranmer, Greene, Hays, Hendrickson, Hinson, Paniagua, Soderberg, Wessinger, and Mr. Bruce Haas.

Members Absent: Drs. Das, Gottschall, Mays, and Ms. Kimberly Reynolds.

Non-voting Members Present: Dr. Robert McGehee, Mr. Jackie McRoberts, Ms. Pattie Hamilton, and Dr. Kristen Sterba

Non-voting Members Absent: None

Attendee: Dr. Marie Chow

Ms. Hutton called the meeting to order.

1. Approval of Minutes

The minutes of the December 18, 2008 meeting were approved as corrected.

2. Administrative Items

Dr. McGehee reported effective immediately after the next program director's meeting, that forms for outside faculty members on dissertation committee will no longer need approval through the Faculty Committee.

Dr. McGehee announced all cross listed courses in various programs in the Graduate School were eliminated and course rosters and grade sheets will be sent to Course Directors instead of Program Directors.

Dr. McGehee stated he had a series of meetings with Dr. Katherine Stewart in the College of Public Health (COPH) to discuss a number of courses in the COPH relevant to graduate student education, particularly those students pursuing clinical and translational research projects. He presented a new form to the Graduate Council to be used to have such courses as they arise, approved and cross listed in the Graduate School. The process will be to have Program Directors contact the Graduate Dean when a student needs to take one of these courses. The Graduate Dean along with the Associate Dean of Academic Affairs in the

COPH, will seek permission from the Course Director for graduate students to enroll (enabling the Course Director to acknowledge there is space in the class and know how many graduate students will be enrolling). With permission from the Course Director, the new inter-college cross listing form will be completed and signed by the Graduate Dean and the Associate Dean of the COPH and brought to next meeting of the Graduate Council for discussion. If the cross listing is approved, the form will be signed by the Graduate Council Chair and Curriculum Committee Chair. Initially, this is expected to only involve courses listed in the COPH, though if needed, the same process will apply to courses offered by other UAMS colleges. This cross listing process allows for several benefits, including: access to quality graduate level courses that traditionally were college-specific; credit for student contact hours awarded to the college and faculty member where the course is housed and taught; and it prevents UAMS graduate students from having to go through a formal application process to other colleges in order to enroll in courses within those colleges. The Council approved this recommendation.

Dr. McGehee announced receipt of an NIH grant in response to an RFA for 1.7 million dollars for 4 years for underrepresented minorities in the Graduate School. Formal notification should be made in the next few weeks. This effort was led by Dr. Billy Thomas and Dr. Kristen Sterba.

Dr. McGehee reported at the next Program Director's meeting a decision will be made regarding requirements for letters of recommendation for Graduate School applicants. Currently, the Graduate School does not require letters from domestic applicants and requires three from international applicants. Program requirements vary for letters of recommendation.

Report from Dr. Sterba

Dr. Sterba asked members to please remind their students to notify her about any awards or publications they have received.

Report from Graduate Student Association

There was no report from the GSA.

1. Old Business

None

2. New Business

None

3. Reports from Committees

Assessment Committee – Dr. Das was absent. There was no report.

Faculty Committee – Dr. Soderberg reported the Committee recommended one faculty application, Dr. Gail Lynn Weddington, of Audiology and Speech Pathology for approval. The Council approved this recommendation.

Curriculum Committee –Dr. Paniagua reported the Committee did not meet. There were no forms for review.

Graduate Student Research Funds – Dr. Hays reported the Committee did not meet. There were no pending applications.

The meeting adjourned at 4:45.