Meeting Date, 9/28/2010
Taken by Cathy Zenz

Present:
  Jerry Calton,
  Don Price,
  Yoshiko Fukushima,
  Bryan Kim,
  Scott Saft (guest),
  Kale Langlas,
  Kenny Simmons,
  Natalie Beam,
  Ken Morris, Chair and
  Cathy Zenz

Topics Discussed:

1. Minutes from 9/15/10 were discussed. Kenny will rework and send to Ken for distribution, discussion and voting next meeting Oct 5, 2010

2. Minutes from 9/21/10 unanimously approved.

3. Strategic Plan: Sian Milliard requested to meet 1 hour with the Council to conduct a “walking tour of the strategic plan” to solicit info from Council regarding opportunities, challenges, etc. Kale suggested a meeting time of 11:30-12:30 to enable the council to still have time to meet and yet an hour (for those who can work it into their schedule) Ken will contact Sian and determine a date for the meeting.

4. TCBES- requested certification of the faculty. Kenny moved and Kale seconded the motion to approve the faculty. Vote: 5 yes, 1 abstention. Motion approved.

5. Discussion ensued about the faculty certification process and time limits, if any, for the affiliate faculty. The affiliate faculty may teach but, in general, do not. These affiliate faculty may not chair a thesis committee but may co-chair or be a member of a thesis committee. Cathy will look up policies and provide information to Ken.

6. Impacts of Physical Therapy on the Institution and the proviso made by the graduate council that impacts on undergraduate education and university resources be detailed was briefly discussed. Aaron was unable to attend so Cathy provided list of pre-requisite courses for admission into the PT program and what the sub-committee discussed last week in terms of needed data to project out impacts as realistically as possible. Courses potentially impacted include those in the prerequisites:

   a. A bachelor’s degree with:
b. 8 cr Biology w/labs
  c. 8 cr. Anatomy and Physiology w/labs
  d. 8 cr., Chem 124/L and 125/L
  e. 8 cr. Physics w/labs
  f. 6 cr statistics
  g. 6-8 credit psychology

7. **CHUS program move from provisional to permanent status.** Jerry Carlton explained that, due to the transition from one program director to an interim program director over the summer, as interim program director, he isn’t ready to report.

8. **ILCE program move from provisional to permanent status.** Bryan and Kale explained that the Graduate Council program review sub-committee had sent a request in spring, 2010 for additional information. Kale will incorporate the additional information into the self-study and will send to Ken for distribution. Bryan will send the initial review and the follow-up review to Ken for distribution. Please review the documentation and be ready for discussion and voting at the next meeting scheduled for Oct 5, 2010.

9. There was a brief discussion and some confusion about the approval process for program approval and the UH System template which entails data assumptions and fiscal projections.

10. **Faculty Load issues for graduate teaching and thesis/dissertation/research project committee work.** In response to Chancellor Straney’s suggestion, the Council will develop a proposal on workload assessment and assignment for graduate faculty including recognition of the effort required in managing grants, teaching courses, chairing or serving as a member of a thesis/dissertation or research project committee, and professional advising. The Council had forwarded some suggestions in the past so the time is right to frame the discussion with a formal proposal. Since Vice Chancellor Castille may have recently requested some clarification from some of the Colleges about faculty release time, etc for such service, perhaps, that information may be considered when proposing a standardized formula for graduate teaching, etc. that enables departments or programs to balance workload issues with departmental needs.

**NEXT MEETING: Tuesday, October 5th from 12pm to 1 pm in UCB 318.**