



USF St. Petersburg Faculty Senate Committee:
Graduate Council: Meetings

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Graduate and Undergraduate Council

10-15-2015

Graduate Council Meeting : 2015 : 10 : 15

Graduate Council

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MINUTES OF GRAD COUNCIL MEETING HELD ON October 15, 2015

List of attendees		
Members	Present	Regrets
Ms. Donna Knudsen (Ex officio; Director)	X	
Dr. Mark Durand (Ex officio; Interim RVCAA)		X
Dr. Hemant Merchant (Chair; COB)	X	
Dr. Kim Stoddard (COE)	X	
Ms. Patricia Pettijohn (Library)	X	
Dr. Lisa Starks-Estes (CAS)	X	
TBA (Student)		X
Ms. Nicki Hannum (Grad Studies support)	X	
Guests (if any)		
Dr. James Fellows (COB)	X	

Minutes of last GC meeting held on N/A	
Motion to approve minutes:	First meeting of the 2015-16 AY
Seconded by:	NA
Discussion (if any):	NA
Result:	NA

Agenda item #1 Revisions to Graduate Council Scope & Responsibilities Document	
Discussion:	<p>Council members reviewed the Graduate Council Policies and Procedures Document and agreed upon a number of changes to include: the number of members and the addition of staggered terms to provide for continued membership by some while others rotate off. At present, Patricia Pettijohn is serving her 2nd year, Hemant Merchant is serving his third year, Lisa Starks-Estes is serving a second year and Kim Stoddard is serving a second year. Dr. Merchant was voted in unanimously to serve as Chair for another term via email prior to the face to face meeting. Revisions to the document are ongoing and wordsmithing is needed.</p> <p>During the discussion the Graduate Council agreed to request funding from Academic Affairs for a Graduate Assistant to provide much-needed clerical and administrative support to the Council.</p>
Motion:	No motion yet; updates are not finalized
Proposed by:	NA
Seconded by:	NA
Result:	NA

Action:	Dr. Starks-Estes to assist in "wordsmithing" final policies document. Donna Knudsen and Hemant Merchant to follow up on administrative request for GA funding.
Responsible person:	Lisa Starks-Estes; Hemant Merchant and Donna Knudsen

Agenda item #2 Information Item: MS in Biology Preproposal	
Discussion:	Donna Knudsen shared that the MS in Conservation Biology preproposal that was endorsed by the Graduate Council during the last AY, has passed through the first of several USF System review committees, the APAC. The next System review is scheduled by the CAVP(Council of Academic Vice Presidents) on November 23.
Motion:	No motion required
Proposed by:	NA
Seconded by:	NA
Result:	NA
Action:	NA
Responsible person:	NA

Agenda item #3: New Course Proposal - ACG 6244	
Discussion:	Graduate Council reviewed the new course proposal for ACG 6244 to be used as an elective in the MS in Accountancy program and in the Accounting track of the MBA.
Motion:	Patricia Pettijohn
Proposed by:	James Fellows. COB
Seconded by:	Kim Stoddard
Result:	Approved
Action:	Jim Fellows to provide more information on how the two courses are different. Grad Studies to move the course forward for concurrence and inclusion in the state inventory.
Responsible person:	Donna Knudsen

Agenda item #4: New Course Proposal - MAN 6244	
Discussion:	Graduate Council reviewed the new course proposal for MAN 6244 to be used as an elective in the MBA proposal.
Motion:	Patricia Pettijohn - contingent upon differentiation between Organizational Development per agenda item #3 above.
Proposed by:	James Fellows. COB
Seconded by:	Kim Stoddard
Result:	Approved - contingent upon receipt of syllabus and further differentiation from the Organizational Behavior course that is part of the MBA core requirements.
Action:	James Fellows to provide more information regarding how

	the two courses are different. Grad Studies to move the course forward for concurrence and inclusion in the state inventory.
Responsible person:	James Fellows (done); Donna Knudsen (next steps)

Agenda item #5: New Course Proposal - MAN 6167	
Discussion:	Graduate Council reviewed the new course proposal for MAN 6167 to be used as an elective in the MBA proposal.
Motion:	Patricia Pettijohn – contingent upon receipt of syllabus
Proposed by:	James Fellows. COB
Seconded by:	Kim Stoddard
Result:	Approved – contingent upon receipt of syllabus and further differentiation from the Organizational Behavior course that is part of the MBA core requirements.
Action:	Grad Studies to move the course forward for concurrence and inclusion in the state inventory.
Responsible person:	James Fellows (done); Donna Knudsen (next steps)

Agenda item #6 New Course Proposal - ACG 6244	
Discussion:	Graduate Council reviewed the new course proposal for ACG 6244 – Fraud and Financial Reporting to be used in support of the MAcc program. Course conversion from selected topics.
Motion:	Patricia Pettijohn
Proposed by:	James Fellows. COB
Seconded by:	Kim Stoddard
Result:	Approved
Action:	Grad Studies to move the course forward for concurrence and inclusion in the state inventory.
Responsible person:	James Fellows (done); Donna Knudsen (next steps)

Meeting adjourned at 4:30 p.m. Upcoming meeting dates: November 9 and December 14 (3-4:30 pm). Schedule for 2016 will be developed once new course schedules are cemented.