The Graduate Council met in TOM 102 on Thursday, December 3, 2009, at 3:30 p.m. Graduate Council members include the following:

Dr. Mary Gunter, Chair
Dr. Mary Ann Rollans
Dr. Cheryl Smith
Ms. Connie Zimmer
Dr. John Jackson
Dr. Linda Bean
Dr. Peter Dykema
Dr. Johnette Moody

Ms. Karen Futterer, Chair
Dr. Richard Ihde
Dr. Shelia Jackson
Dr. Susan Underwood
Dr. Deborah Wilson
Ms. Tanna Bartlett, Student Representative
Ms. Tammy Rhodes, Secretary

Ms. Karen Futterer was absent.

Ms. Amy Pennington was a guest. Shanel Smith and Vicki Duvall were present for administrative support.

**CALL TO ORDER/APPROVAL OF MINUTES**

Dr. Gunter called the meeting to order.

Dr. Gunter indicated a quorum was present for the meeting and business could be conducted.

Dr. Gunter asked for approval of the minutes from November 5, 2009, meeting. Dr. Dykema moved, Dr. Bean seconded, to approve the minutes. Motion carried.

**ACTION ITEMS:**

Dr. Bean moved, Dr. Wilson seconded, to approve the two following proposals from IMSSO on International Graduate Student Admission Requirements: (a) change the requirements for the International English Language Testing System (IELTS) from a minimum score of 6.0 to 6.5 effective for fall 2010 applicants. The proposed increase will ensure that international students admitted to Tech will possess the language skills necessary to succeed in the classroom and align our requirements with those of our direct competitors; and (b) add EIKEN to the list of approved English proficiency examinations accepted for admission by Tech. The minimum score of Grade Pre-1 would be required for admission. EIKEN is the leading English proficiency assessment tool used in Japan. Adding this examination to our list of approved exams (along with TOEFL and IELTS) could attract more Japanese students to our campus. The exam has been administered since 1963. Recently more American colleges and universities have started accepting these test scores as evidence of language. Motion carried.

Dr. Bean moved, Dr. Shelia Jackson seconded, to approve the following nominations for membership to graduate faculty. Motion carried.

Non-Regular Faculty for Biological Sciences:
Leslie C. Stewart-Abernathy, David H. Jurney, Jr., and Richard Johnson

**Sub-Committee Progress Reports**

Dr. John Jackson distributed a recommendation for the enrollment policy for the thesis and
project hours. Dr. Jackson moved, Dr. Wilson seconded, to approve the recommendation. After discussion, Dr. Jackson withdrew recommendation. Dr. Jackson moved, Dr. Wilson seconded to approve the recommendation with adjustments. Motion carried.

Dr. Wilson reported the sub-committee reviewing the thesis manual and process will continue to meet and bring a recommendation in January.

Dr. Shelia Jackson reported the sub-committee reviewing the Human Subject Research guidelines will meet and bring a recommendation in January.

Ms. Bartlett distributed a proposal regarding Graduate College recruitment. Dr. Shelia Jackson moved, Dr. Wilson seconded, to approve the co-sponsorship of the Tech Graduate College Spring Awareness Program. Motion carried.

Dr. Gunter distributed an update on Program Viability Standards.

Dr. Gunter announced the next meeting is scheduled for January 21, 2010. The committee will meet the following dates: February 18, 2010, and April 1, 2010.

Meeting adjourned.

Respectfully submitted,

Tammy Rhodes