

Graduate Council Meeting Minutes

B12A Bertelsmeyer Hall and via Zoom

12:00pm Wednesday, March 05, 2025

Present: Serhat Hosder, Nancy Winterburg (for Melanie Mormile), Akim Adekpedjou (for Gayla Olbricht), Irina Ivliyeva, Cecil Chua (for Sarah Stanley), Haiming Wen, Jee-Ching Wang, Manashi Nath, Magdy Abdelrahman, Kyle Perry, Weibing Gong, Katherine Grote, Cecil Chua, Frank Liou, Xiaodong Yang, Lana Alagha, Edward Malone, Lijun Jiang, Jeffery Winiarz, Colin Potts, Robin Gore, Susan Murray, Petra Dewitt, Deanne Jackson, Wan Yang, Chang-Soo Kim, Ayodeji Alajo, Yishu Zhou, Bella Gerlich, Mehdi Ferdowsi, Michael Meagher, Julie Parker, Shari Hill, Jordan Hannah, Sharon Matson, Jade Sinnott, Tina Balch, Madison Armstrong, Fernando Chavez, David Spivey, Emma Lowe

President L. Jiang called the meeting to order, 12:00 pm

1. Roll call
2. Approval of Minutes from February 5, 2025 meeting. Motion to approve: second: approved.
3. President's Report
 - a. Parliamentarian update - V.P. Susan Murray has been appointed by President Jiang to serve as Interim Parliamentarian for the remainder of the 24-25 AY, and V.P. Murray has graciously accepted.
 - b. Propose new business online form: "New Business Online Form" was introduced.
 - c. Graduate curriculum change handling process was presented and discussed.
 - i. The proposed change will still come from the department and proceed to the Curriculum Committee. Then the Curriculum Committee will channel the approval results to the Graduate Faculty Review Committee, where it will be handled by a review committee of the graduate faculty.
 - d. The process for the Graduate Faculty Review Committee was introduced and discussed.
4. Discuss the submitted nominations/self-nominations for 2024-25 End of Year Awards Committee.
 - a. Five members needed total (Four must be members of Graduate Faculty; One must be a staff member working with a graduate program/office).
 - b. Dr. Olbricht, Dr. Kueny, Tina Balch – volunteered (need 2 more faculty members).
5. Nominations needed for Graduate Faculty Officers by Friday, March 21, 2025.
 - a. Email sent on February 21, 2025. Please send nominations to Jordan Hannah at jdhg25@mst.edu
 - b. To be elected at May 2025 meeting.
 - i. President of the Graduate Faculty
 - ii. Secretary of the Graduate Faculty
6. Nominations needed for the 2024 – 25 Outstanding Contributions to Graduate Education and Graduate Staff Excellence Awards.
 - a. Email sent on March 3, 2025.
 - b. Please encourage faculty, staff and students to send nominations by Friday, March 28, 2025.
7. Nominations requested for the Faculty Standing Committee by Wednesday, April 23, 2025; email will be sent mid-March.
 - a. Budgetary Affairs

- i. One member must be elected by the Graduate Faculty at the May 2025 meeting to serve a two-year term (to replace Dr. Jorge Porcel whose term is expiring July 2025).
8. Graduate Faculty Membership Renewals.
 - a. Update and demonstration on application process from Graduate Education provided by Jade Sinnott.
 - b. Reminders have been sent for those expiring in 2025.
9. Discussion to allow for an additional (second) semester of probation; the additional semester of probation needs to be requested by the department chair or their delegate and approved by the office of Graduate Education.
 - a. A motion was made by Haiming Wen of MSE to invoke the proposed rule;
 - i. Allow an additional semester of probation for exceptional case requested by the department chair of their delegate and approved by the graduate education office.
 - b. Following a lengthy discussion, a series of friendly amendments, and a vote to allow a change to the motion, the proposed rule was changed to;
 - i. Allow an additional semester of probation for exceptional case as determined by the department or the program reviewer and approved by the Graduate Education Office.
 - ii. Motion to approve: Wen; Second: Murray; Motion passes by vote (13 yea, 2 nea).
10. Revise contingency policy to remove advisor/committee member - Tabled due to time constraints.
11. Adjust requirement of when Form 1 is due (pertains to master's degree students) - Tabled due to time constraints.
12. New Business – No new business.

Meeting adjourned by President Jiang, 1:00 pm.