College of Education, Health, and Behavioral Sciences

Agenda
September 14, 2012
11:00 a.m., Gooch 230

Voting Members: Brian Donavant, David Dietrich, Kathy Evans, Sandra Murray
Ex Officio: Kristy Crawford

1) **Election of chair**
   The bylaws state: The committee will elect its chair for a two-year term.

   Motion: To re-elect Sandy Murray
   In favor:   3    Opposed:   0    Abstained:   

2) **HHP - changing the prerequisites on the HPED 411/611 (see attached)**
   HHP has dropped the HLTH 351, 353 prereq for HPED 411/611. Curriculum proposal procedures are that revision of course title and/or prereq for UG course automatically revises the corresponding cross-listed graduate course, so this was presented to the Graduate Committee only as an informational item.

3) **Bylaws**
   A copy of the current bylaws was given to the committee members with suggested and needed changes highlighted. Most of the changes were due to changes in the name of the college and in the job title for coordinator for graduate program management. Those changes were approved.

   Other changes discussed were as follows:
   A. Composition, Item 1 - ...“Faculty will submit nominations for membership to the Dean. The Dean will provide election ballot at the opening CEBS meeting each academic year.”...
      The committee will discuss later how to make the practice match the policy.
   B. Composition, Item 3 will be moved to the bottom of the list, and Items 5 and 6 will be moved just after 2.
   C. Composition, Item 4 – “Department chair or designee, where graduate programs reside, may serve as ex-officio, non-voting members on the committee.”
   D. Composition, Item 6 – add the phrase “and signs all student special requests and curriculum forms accordingly.”

   Motion: To accept changes in the graduate committee bylaws as indicated (revised copy attached)
   Motion: Dietrich    Second: Donavant
   In favor: 3    Opposed: 0    Abstained: 

4) **Meetings for fall semester**
   A fall semester schedule of meetings and deadlines for the graduate committee was provided.
   
<table>
<thead>
<tr>
<th>Meeting</th>
<th>Deadline for items</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 14</td>
<td></td>
</tr>
<tr>
<td>October 19</td>
<td>October 8</td>
</tr>
<tr>
<td>November 30</td>
<td>November 19</td>
</tr>
</tbody>
</table>

   All meetings will be at 11:00 a.m. in Gooch 230.

5) **Meeting adjourned**
   There being no further business, a motion was made to adjourn by Donavant, seconded by Dietrich.