

Graduate Council Minutes

August 20, 2026
3:00-5:00 pm
In-person + Zoom

Members Present	Members Absent	Others Attending:
A&S: Priscilla McCutcheon	B&E: Hong Xie	Chair: Kathleen Montgomery
A&S: Kristin Monroe	CCI: VACANT	Administrator: Julie Schmidt
A&S: Doug Slaymaker	Dentistry: Howard Roberts	Graduate School: Cleo Price
CAFE: Michael Sama	Design: VACANT	UK Online: Miranda Hines
CAFE: Jason Swanson	Education: Rasheed Flowers	
Engineering: Gregory Erhardt	Fine Arts: David Wischer	
Graduate School: Bill Hoyt	Nursing: Andrew Makowski	
Health Sciences: Kyle Kosik	Social Work: Xiafei Wang	
Medicine: Pavel Ortinski		
Pharmacy: Jill Turner		
Public Health: Marc Kiviniemi		

I. Welcome & Introductions

II. Approval of Agenda

Motion to Approve: Jill Turner Second: Pavel Ortinski
Unanimous Approval of Agenda

III. Approval of Minutes

No prior minutes to approve

IV. 2026-2027 Graduate Council Procedures

• Graduate Council Membership

Over the next few years, Graduate Council will transition to one representative per college and two from A&S. Terms will be staggered (1, 2, or 3-year terms) during a transition so that eventually approximately 1/3 of the Graduate Council will change each year.

Although we are waiting on two appointments, the Graduate Council will have 19 members for 2026–2027, with a quorum of 10. Currently, the Council has 17 members, with a quorum of 9. Ten members are present today; therefore, quorum is established.

• Graduate Council Meetings

Graduate Council meetings will be held from 3:00-5:00 PM on the 1st and 3rd Thursdays of each month through May 6.

By default, the meetings this year will be in person in the Gillis Hall Conference Room. For members who cannot be in person, a Zoom option will be provided.

An Outlook invitation will be sent out to all Graduate Council members for the recurring meeting.

- **Graduate Council Processes**

- **Teams**
- **Curriculum**
- **Course/Program Proposal Checklists**

The process of reviewing proposals using the Graduate Council Teams site was reviewed. New members are encouraged to set up a time with the Chair to review the processes.

Each proposal will be assigned three reviewers. Proposal reviews are due by Tuesday COB prior to the Graduate Council meeting. Proposals will be assigned based on when they were received in the Graduate Council queue.

The list of proposal assignments will be sent via email to the Graduate Council – this information is also available in Teams.

The Teams site will be updated to show the status of each proposal – only live proposals will be kept in the Teams site.

A minimum of two reviewers must approve a proposal prior to passage.

The Graduate Council team will follow up with proposers regarding any issues with the proposal.

For 2026–2027, the Council may use electronic voting on a consent agenda between meetings as needed to address quorum difficulties.

V. Proposal Review

The Graduate Council Team reviewed proposals during the summer break.

- [AEC - 510 - INTERNATIONAL TRADE AND AGRICULTURAL MARKETING](#) (Drop Course)

Motion to approve: Jill Turner; Second: Pavel Ortinski. Motion passes unanimously.

- [ASC - 501 - Beef Cattle Production for Outreach Professionals](#) (New Course)

Only minor issues remain with the proposal. The Council agreed to approve the proposal conditional upon those issues being addressed.

Motion to pass conditionally: Jill Turner; Second: Pavel Ortinski. Motion passes unanimously.

- [ENT - 629 - Introduction to Indoor and Structural Pest Management](#) (New Course)

Motion to approve: Jill Turner; Second: Pavel Ortinski. Motion passes unanimously.

- [ICT - 596 - INTERNSHIP IN ICT](#) (Drop Course)

Motion to approve: Jill Turner; Second: Pavel Ortinski. Motion passes unanimously.

- [PAS - 630 - Clinical Medicine I Department of Physician Assistant Studies](#) (New Course)

Motion to approve: Jill Turner; Second: Pavel Ortinski. Motion passes unanimously.

- [PAS - 678 - HEALTH PROMOTION AND DISEASE PREVENTION](#) (Drop Course)

Motion to approve: Jill Turner; Second: Pavel Ortinski. Motion passes unanimously.

- [PAS - 600 - Foundations of Clinical Medicine](#)

The Council deferred consideration because information necessary for review was unavailable. The proposal will return at the next meeting.

VI. Adjournment

Motion to Adjourn: Jill Turner; Second: Pavel Ortinski. Unanimous approval.

Meeting adjourned at 4:11 PM.

Next Meeting: Thursday, September 3, 3:00-5:00 PM